



**Bright from the Start Georgia Department of Early Care and Learning**  
**2 Martin Luther King Jr. Drive SE, 670 East Tower**  
**Atlanta, GA 30334**  
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Cover Sheet**

**Date:** 6/14/2022    **VisitType:** POI Follow Up    **Arrival:** 9:20 AM    **Departure:** 11:00 AM

**CCLC-53609**

**Kiddie Academy of Suwanee**

1446 Satellite Boulevard NW Suwanee, GA 30024 Gwinnett County  
 (470) 822-3344 sruthy.kuruvilla@kiddieacademy.net

**Regional Consultant**

Mandi Sloan

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 mandi.sloan@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.
06/14/2022	POI Follow Up	Good Standing	
05/06/2022	Complaint Closure	Good Standing	
04/20/2022	Complaint Investigation & Monitoring Visit	Good Standing	

  

<b>Good Standing</b>	- Program is demonstrating an acceptable level of performance in meeting the rules.
<b>Support</b>	- Program performance is demonstrating a need for improvement in meeting rules.
<b>Deficient</b>	- Program is not demonstrating an acceptable level of performance in meeting the rules.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A 1L Infant's	Infants	2	6	C	12	C	NA	NA	Floor Play,Nap
Main	B 2L One's	One Year Olds	3	11	C	15	C	NA	NA	Art,Centers
Main	C 3L One's	One Year Olds	1	6	C	9	C	NA	NA	Art
Main	D 4L Two's	Two Year Olds	2	9	C	20	C	NA	NA	Circle Time
Main	E 5L Two's	Two Year Olds	1	7	C	11	C	NA	NA	Centers
Main	F 6L Three's	Three Year Olds	1	6	C	16	C	NA	NA	Centers,Art
Main	G 7L Three's	Three Year Olds	1	4	C	13	C	NA	NA	Circle Time
Main	H 8L School Age	Six Year Olds and Over	2	6	C	27	C	NA	NA	Transitioning,Out side
Main	I 1R Four's	Four Year Olds	1	10	C	18	C	NA	NA	Circle Time
			Total Capacity @35 sq. ft.: 141			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 65			Total Capacity @35 sq. ft.: 141			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A School Age	29	C
Main	B Preschool	31	C
Main	C Infant/Toddler	18	C

**Comments**

The purpose of today's visit was to conduct a plan of improvement visit.

Plan of Improvement: Developed This Date

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

#### Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.'

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Tiffany Mills, Program Official

Date

Mandi Sloan, Consultant

Date



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**Findings Report**

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The following information is associated with a POI Follow Up:

**Sleeping & Resting Equipment**

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Correction Deadline: 5/6/2022**

**Corrected on 6/14/2022**

**.30(1)(d) - The previous citation was corrected on this date as sleeping an resting equipment was observed to be arranged to prevent the transfer of airborne disease.**

**Staff Records**

**Records Reviewed: 22**

**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 05/02/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2

Met

Date of Hire: 01/03/2022

Staff # 3

Met

Date of Hire: 03/09/2022

Staff # 4

Met

Date of Hire: 08/10/2021

Staff # 5

Met

Date of Hire: 04/12/2022

Staff # 6

Not Met

**Records Reviewed: 22****Records with Missing/Incomplete Components: 1**

Date of Hire: 05/09/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 7

Met

Date of Hire: 04/20/2021

Staff # 8

Met

Date of Hire: 04/18/2022

Staff # 9

Met

Date of Hire: 02/18/2021

Staff # 10

Met

Staff # 11

Met

Staff # 12

Met

Date of Hire: 02/25/2022

Staff # 13

Met

Date of Hire: 05/03/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14

Met

Date of Hire: 12/29/2021

Staff # 15

Met

Date of Hire: 02/08/2021

Staff # 16

Met

Date of Hire: 04/12/2022

Staff # 17

Met

Date of Hire: 05/20/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 18

Met

Date of Hire: 06/13/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 19

Met

Date of Hire: 02/08/2021

Staff # 20

Met

Date of Hire: 04/29/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 21 Met  
Date of Hire: 04/19/2022

Staff # 22 Met  
Date of Hire: 02/25/2022

**Staff Credentials Reviewed: 1**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff person # 6 with a documented date of hire of May 9, 2022 was not electronically ported before working at the center as staff person # 6 was observed to be electronically ported on June 14, 2022.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

**Correction Deadline: 6/14/2022**

**591-1-1-.14 First Aid & CPR Met**

**Correction Deadline: 5/11/2022**

**Corrected on 6/14/2022**

**.14(2) - The previous citation was corrected on this date a CPR and First Aid records were observed to be complete for staff who is beyond their first 90 days of employment.**

**Staffing and Supervision**

**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met**

**Correction Deadline: 5/6/2022**

**Corrected on 6/14/2022**

**.32(1) - The previous citation was corrected on this date as the center was observed to maintain the required staff: child ratios.**

**591-1-1-.32 Supervision(CR) Met**

**Correction Deadline: 5/6/2022**

**Corrected on 6/14/2022**

**.32(7) - The previous citation was corrected on this date as appropriate supervision was observed.**