



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: 10/19/2022 **VisitType:** Incident Investigation/Licensing Study

Arrival: 9:55 AM **Departure:** 7:25 PM

CCLC-39755

Kids R Kids University Center

225 Collins Industrial Way Lawrenceville, GA 30043 Gwinnett County
 (770) 962-6400 Chanae@kidskidsuniversitycenter.com

Regional Consultant

Lynn Schnitzer

Phone: (678) 717-5720

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lynn.schnitzer@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>			Compliance Zone Designation - 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.
10/19/2022	Incident Investigation/Licensing Study	Good Standing	
09/29/2022	Incident Investigation Closure	Good Standing	
08/09/2022	Incident Investigation & Follow Up	Good Standing	

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.
Support - Program performance is demonstrating a need for improvement in meeting rules.
Deficient - 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	1st Left	Two Year Olds	2	9	C	22	C	NA	NA	Centers
Main	1st Right	Infants and One Year Olds	3	9	C	25	C	NA	NA	Floor Play, Feeding
Main	2nd Left	Two Year Olds	2	13	C	22	C	NA	NA	Outside
Main	2nd Right	One Year Olds	3	15	C	23	C	NA	NA	Diapering, Snack, Transitioning
Main	3rd Left	Two Year Olds and Three Year Olds	2	17	C	22	C	NA	NA	Outside
Main	4th Left	PreK	2	17	C	22	C	NA	NA	Outside
Main	5th Left	PreK	2	17	C	23	C	NA	NA	Circle Time, TV
Main	Cafeteria		0	0	C	24	C	NA	NA	
Main	Gym	Six Year Olds and Over	1	9	C	44	C	NA	NA	Centers
Main	Middle	Three Year Olds	2	18	C	27	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 254						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 124			Total Capacity @35 sq. ft.: 254			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	24	C
Main	Playground B	87	C
Main	Playground C	41	C

Comments

The purpose of today's visit was to conduct follow up from the previous visit conducted on August 9, 2022, and to conduct a complaint investigation.

Plan of Improvement: Developed This Date 10/19/2022

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.decals.ga.gov/CCS/RulesAndRegulations.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@decals.ga.gov 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 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)

Chanae Brooks, Program Official

Date

Lynn Schnitzer, Consultant

Date



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Findings Report

Date: 10/19/2022 **VisitType:** Incident
Investigation/Licensing
Study

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Departure: 7:25 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Not Evaluated

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Technical Assistance****Technical Assistance**

591-1-1-.08 - Please ensure that the parents update the following information as needed:

- Parents' work and contact information.
- Parents' work and personal address.
- Emergency contact persons' name and contact information.
- Release to persons' names and address.
- Doctor's name and contact information.
- Allergy/medical information

Facility

591-1-1-.06 Bathrooms**Technical Assistance****Comment**

Bathrooms observed to be clean and well maintained.

Technical Assistance

591-1-1-.06(4) - Consultant discussed with director to ensure that intake vents are operational.

Correction Deadline: 11/18/2022

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Comment**

Center appears clean and well maintained.

Technical Assistance

591-1-1-.25(13) - Please be mindful to keep items that pose a hazard inaccessible to children, such as, but not limited to:

- adult office supplies, such as white out, scissors, permanent markers
- cleaning tools, such as mops, brooms, plungers
- hygiene supplies, such as wipes, hand sanitizer
- tripping or entanglement hazards such as loose cords

Correction Deadline: 10/19/2022**Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that there were three uncovered outlets in the Gym.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

Correction Deadline: 10/19/2022

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

591-1-1-.26(8) - Consultant discussed with director to ensure that the mulch under the swings is fluffed and redistributed on Playground B.

Correction Deadline: 10/29/2022

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Technical Assistance****Comment**

Kitchen appears clean and well organized.

Technical Assistance

591-1-1-.18(8) - Consultant discussed with director to ensure that food stored out of its original packaging is labeled and dated.

Correction Deadline: 10/19/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Met****Comment**

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)**Not Met****Comment**

Staff were observed to remind children to wash hands.

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that a staff member did not wash their hands between assisting children with toileting in classroom 1st Left.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 10/19/2022

591-1-1-.20 Medications(CR)**Not Evaluated****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Program observed complete emergency drills

591-1-1-.27 Posted Notices**Met****Comment**

Please make sure that all required signs are posted and up to date.

Safety

591-1-1-.05 Animals**Not Evaluated****Comment**

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)**Met****Comment**

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Not Evaluated****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Not Met****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Comment

Transportation checklists observed to be complete.

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that three of 22 records were not maintained on the vehicle. Further, seven of 22 records did not contain the telephone number of the child's doctor, and three of 22 records did not contain information regarding allergies, special medical needs and conditions, and current prescribed medications.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 10/20/2022

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 30**Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 07/23/2021

Staff # 2

Met

Date of Hire: 01/31/2022

Staff # 3 Date of Hire: 11/15/2021	Met
Staff # 4 Date of Hire: 03/24/2014	Met
Staff # 5 Date of Hire: 07/30/2018	Met
Staff # 6 Date of Hire: 05/22/2022	Met
Staff # 7 Date of Hire: 08/16/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 04/08/2022	Met
Staff # 9 Date of Hire: 08/16/2021	Met
Staff # 10 Date of Hire: 11/19/2021	Met
Staff # 11 Date of Hire: 08/13/2013	Met
Staff # 12 Date of Hire: 11/27/2017	Met
Staff # 13 Date of Hire: 09/08/2022	Not Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	
Staff # 14 Date of Hire: 02/15/2016	Met
Staff # 15 Date of Hire: 08/03/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16	Met

Records Reviewed: 30**Records with Missing/Incomplete Components: 3**

Staff # 17	Not Met
Date of Hire: 10/13/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 18	Not Met
Date of Hire: 01/30/2020	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 19	Met
Staff # 20	Met
Date of Hire: 10/27/2017	
Staff # 21	Met
Date of Hire: 02/07/2022	
Staff # 22	Met
Staff # 23	Met
Date of Hire: 02/28/2022	
Staff # 24	Met
Date of Hire: 09/21/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 25	Met
Date of Hire: 07/31/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 26	Met
Date of Hire: 08/17/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 27	Met
Staff # 28	Met
Date of Hire: 08/02/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 29	Met
Date of Hire: 08/09/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 30	Met
Date of Hire: 02/14/2020	

Staff Credentials Reviewed: 8

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided six files for employees hired since last visit August 8, 2022.

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

Met

Comment

Evidence observed of 100% of center staff hired more than 90 days to be certified in First Aid and CPR.

591-1-1-.33 Staff Training

Not Met

Comment

Documentation observed of staff hired past 90 days to have completed Health and Safety Orientation training as required..

Finding

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on review of records that staff #13, date of hire September 8, 2022, and staff #17, date of hire October 13, 2022 did not have evidence of initial center orientation on file.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 10/19/2022

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that staff #18, date of hire January 19, 2022, did not have evidence of the required ten (10) clock hours of training on file.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 11/18/2022

591-1-1-.31 Staff(CR)

Met

Correction Deadline: 10/9/2022

Corrected on 10/19/2022

.31(1)(b)2. - The previous citation was observed to be corrected. Director has completed 40 hours of director's training.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on consultant observation that staff members were not within arm's reach of two infants were seated at the feeding table in classroom 1st Right.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 10/19/2022

Recited on 10/19/2022

The following information is associated with a Incident Investigation Visit:

Activities and Equipment

591-1-1-.03 Activities**Met**

Correction Deadline: 7/12/2022

Corrected on 10/19/2022

.03(9) - The previous citation was observed to be corrected. Consultant observed staff members and children engaging in appropriate activities.