



**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

**Date:** 8/15/2023    **VisitType:** Monitoring Visit    **Arrival:** 10:20 AM    **Departure:** 2:15 PM

**CCLC-1612**

**Primrose School of Wade Green**

4321 Wade Green Road Kennesaw, GA 30144 Cobb County  
 (770) 419-8001 michelle@primrosewadegreen.com

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167  
 Fax: (678) 891-5630  
 neli.todorova@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<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.  <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.
08/15/2023	Monitoring Visit	Good Standing	
03/23/2023	Licensing Study	Good Standing	
08/04/2022	Monitoring Visit	Good Standing	

**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	L1 (a1)	One Year Olds	1	5	C	11	C	NA	NA	Free Play
Main	L2 (a2)	One Year Olds and Two Year Olds	2	15	C	20	C	NA	NA	Free Play
Main	L3 (b1)	Two Year Olds	2	15	C	20	C	NA	NA	Outside
Main	L4 (b2)	Two Year Olds	2	13	C	20	C	NA	NA	Centers
Main	L5 (e)	Three Year Olds	2	16	C	21	C	29	C	Transitioning
Main	R1(d2)	Infants	1	2	C	11	C	NA	NA	Floor Play
Main	R2 (d1)	Infants	1	6	C	15	C	NA	NA	Feeding, Floor Play
Main	R3( c1)	Four Year Olds	1	18	C	21	C	29	C	Transitioning
Total Capacity @35 sq. ft.: 139						Total Capacity @25 sq. ft.: 155				
Total # Children this Date: 90						Total Capacity @25 sq. ft.: 155				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left back	55	C
Main	Left front	37	C
Main	Right back	75	C
Main	Right front	13	C

### Comments

The purpose of the visit is to follow up on previous visit and conduct a Monitoring Visit.

There were two rooms not in the system- both with 18 four-year-old children and two staff in each.

Plan of Improvement: Developed This Date 08/15/2023

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.al.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

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)



### 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 1 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Michelle Rath, Program Official

Date

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Neli Todorova, Regional Consultant

Date



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(Findings Report)

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

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

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

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms Met

Correction Deadline: 4/22/2023

Corrected on 8/15/2023

.06(4) - Previous citation corrected as all exhausts were operating as required.

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) Met

Comment

No hazards observed accessible to children on this date.

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

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 8/15/2022

Corrected on 8/15/2023

.26(8) - Previous citation was corrected as the required resiliency was present in the fall zones.

**Technical Assistance**

591-1-1-.26(9) - Please ensure that the mats under the swings and slides are flush and do not present tripping hazard.

Correction Deadline: 8/15/2023

## Health and Hygiene

### 591-1-1-.07 Children's Health

Technical Assistance

**Technical Assistance**

591-1-1-.07(5) - Please ensure that the pacifiers are not attached to the clothing.

Correction Deadline: 8/15/2023

### 591-1-1-.10 Diapering Areas & Practices(CR)

Met

**Comment**

Staff state proper knowledge of diapering procedures.

Correction Deadline: 3/30/2023

Corrected on 8/15/2023

.10(1) - Previous citation corrected as the exhausts were operating as required.

### 591-1-1-.17 Hygiene(CR)

Met

**Comment**

Staff were observed to remind children to wash hands.

### 591-1-1-.20 Medications(CR)

Met

**Comment**

Discussed proper medication documentation and procedures.

## Organization

### 591-1-1-.16 Governing Body & License

Not Met

**Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined that two rooms in the back of the building are not on the license and need to be measured and added. The program was offered Technical Assistance regarding this at previous visit on March 23, 2023.

**POI (Plan of Improvement)**

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 9/15/2023

## Safety

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

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.36 Transportation(CR)****Met****Comment**

Complete documentation of transportation observed.

**Comment**

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

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(2) - Please ensure that weighted sleep sacks are used only with physician's note that had a start and end date.

**Correction Deadline: 8/15/2023**

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**Staff Records**

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

Director provided ten file(s) for employees hired since last visit.

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that Staff #5 had a Satisfactory Background Check determination that expired on May 21, 2023, Staff #16 had a Satisfactory Comprehensive Background Check Letter that expired on August 2, 2023 and Staff #27 had a Satisfactory Comprehensive Background Check Letter that expired on April 25, 2023. No applications were submitted for new determination letters.

**POI (Plan of Improvement)**

Applications were submitted on the day of the visit. IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. 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 the CRC rules are maintained.

**Correction Deadline: 8/15/2023**

**Finding**

591-1-1-.09(1)(b) requires the Center to ensure that every Director has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Director has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that the Director had a Satisfactory Background Check determination that expired on May 21, 2023.

**POI (Plan of Improvement)**

The Director submitted an Application for a new background check same day. Staff #15 became Interim Director. IMMEDIATE CORRECTION - The Center will ensure that the Director has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Director has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. 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 the CRC rules are maintained.

**Correction Deadline: 8/15/2023**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that Staff #16 had a Satisfactory Comprehensive Background Check Letter that expired on August 2, 2023 and Staff #27 had a Satisfactory Comprehensive Background Check Letter that expired on April 25, 2023.

**POI (Plan of Improvement)**

New applications were submitted on the day of the visit. IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. 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 the CRC rules are maintained.

**Correction Deadline: 8/15/2023**

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**591-1-1-.33 Staff Training****Defer****Defer**

591-1-1-.33(3)-Compliance will be evaluated at next Licensing Visit.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 4/22/2023**

**Defer**

591-1-1-.33(5)-The provider has until end of 2023 to complete the required annual training. Compliance will be evaluated at next visit in 2024.

**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: 4/22/2023**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

## Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.