



**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:** 6/30/2023    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:30 PM

**CCLC-31859**

**A.A.I.M.S. Montessori School**

3665 Swiftwater Park Drive, Bldg. 1A Suwanee, GA 30024 Gwinnett County  
 (678) 546-7700 soldier\_mini@yahoo.com

**Process & QI Unit Consultant**

Stacy Whitten

Phone: (770) 405-7920  
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 stacy.whitten@dec.al.ga.gov

Joint with: Marlene Emelle

**Mailing Address**  
 Same

**Quality Rated:** ★ ★

<u>Compliance Zone Designation</u>		
06/30/2023	Monitoring Visit	Good Standing
11/21/2022	Complaint Investigation & Licensing Study	Good Standing
11/21/2022	Complaint Closure	Good Standing

**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.

**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	A-1L 6 wks-18mths	One Year Olds	3	6	C	19	C	NA	NA	Floor Play, Diapering
Main	B-1R 18-23 mnths	One Year Olds and Two Year Olds	2	8	C	20	C	NA	NA	Outside
Main	C-2L 3-12 years		0	0	C	20	C	NA	NA	
Main	D-2R 3-6 years	Three Year Olds	1	7	C	20	C	NA	NA	Centers
Main	Upstairs 1L	Three Year Olds and Four Year Olds	1	5	C	22	C	NA	NA	Music
Main	Upstairs 1R		0	0	C	19	C	NA	NA	
Main	Upstairs 2L	Six Year Olds and Over	1	6	C	25	C	NA	NA	Centers
Main	Upstairs Back	Four Year Olds	1	11	C	21	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 43

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-6 wks-2 years	22	C
Main	Playground B- 3-12 years	26	C
Main	Playground C- Back	43	C

## Comments

The purpose of this visit was to conduct a monitoring visit and follow up on previous rule violations.

Plan of Improvement: Developed This Date 06/30/2023

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.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.ga.gov](mailto:qualityrated@dec.ga.gov) for more information. Free technical assistance is available!**





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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**

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

**Comment**

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

**Correction Deadline: 11/21/2022**

**Corrected on 6/30/2023**

**.12(4) - Correction of the previous citation in that all furniture was observed to be secured on this date.**

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Facility**

**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)**

**Technical Assistance**

**Comment**

Center appears clean and well maintained.

**Technical Assistance**

591-1-1-.25(13) - Consultant discussed with Director to monitor cleaning products, plastic bags and baby wipes and ensure they are stored inaccessible to children.

**Correction Deadline: 6/30/2023**

**Correction Deadline: 11/21/2022**

**Corrected on 6/30/2023**

**.25(17) - The previous citation is corrected on this date in that the vines were observed to be trimmed back from the fences on the playground.**

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Health and Hygiene**

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

**Met**

**Comment**

Proper diapering procedures observed.

**Correction Deadline: 11/21/2022**

**Corrected on 6/30/2023**

**.10(4) - Correction of the previous citation in that all diaper pads were observed to be in good repair without any tears or exposed foam present.**

**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.

**Correction Deadline: 11/21/2022**

**Corrected on 6/30/2023**

**.20(1) - The previous citation is corrected in that documentation for medication was observed to be completed.**

**Policies and Procedures**

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

**Met**

**Correction Deadline: 11/26/2022**

**Corrected on 6/30/2023**

**.21(3) - Correction of the previous citation in that documentation of completed drills were observed to be completed for January - June 2023 on this date.**

**Correction Deadline: 11/26/2022**

**Corrected on 6/30/2023**

**.21(p) - Correction of the previous citation in that consultant observed documentation of a complete emergency plan.**

**591-1-1-.29 Required Reporting**

**Met**

**Correction Deadline: 11/21/2022**

**Corrected on 6/30/2023**

**.29(2) - Correction of the previous citation in that provider stated knowledge of required reporting on this date and stated there have been no recent incidents that required reporting.**

**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)****N/A****Comment**

Center does not provide routine transportation.

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

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<b>Staff Records</b>
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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****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 a review of records that staff number three did not have evidence of an up to date background letter on this date. The employee had a previous background check letter that had expired on June 13, 2023.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review background check rules 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. 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 review employee background check letter expiration dates regularly and ensure they receive new letters prior to expiration dates, to ensure the CRC rules are maintained.

**Correction Deadline: 6/30/2023****Finding**

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on a review of records that staff number three did not have evidence of an up to date background check letter on this date. The employee had a previous background check letter that expired June 13, 2023.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review the background check rules to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 review employee background check expiration dates regularly and follow up for staff to receive new letters as needed, to ensure CRC rules are maintained.

**Correction Deadline: 6/30/2023**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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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**

Staff observed to provide direct supervision and be attentive to children's needs.