



**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:** 2/20/2019    **VisitType:** Monitoring Visit    **Arrival:** 10:50 AM    **Departure:** 3:10 PM

**CCLC-1543**

**Childtime Childcare #1150**

2230 Hewatt Road Snellville, GA 30039 Gwinnett County  
(770) 972-5286 1150@childtime.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@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.  <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.
02/20/2019	Monitoring Visit	Good Standing	
01/15/2019	Complaint Investigation Follow Up	Good Standing	
12/12/2018	POI Follow Up	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	1L	Infants	2	8	C	13	C	NA	NA	Free Play, Feeding, Nap
Main	1R	Two Year Olds and Three Year Olds	2	17	C	23	C	NA	NA	Transitioning
Main	2L	One Year Olds and Two Year Olds	2	12	C	23	C	NA	NA	Circle Time
Main	2R	Three Year Olds and Four Year Olds	2	20	C	25	C	35	C	Story
Main	3L	PreK	2	16	C	32	C	45	C	Transitioning, Lunch
Main	3R	PreK	2	18	C	31	C	44	C	Story
Total Capacity @35 sq. ft.: 147						Total Capacity @25 sq. ft.: 183				
Total # Children this Date: 91			Total Capacity @35 sq. ft.: 147			Total Capacity @25 sq. ft.: 183				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	124	C
Main	PG B	0	C

**Comments**

Please remember that staff with a national records check must be supervised at all times by someone with a comprehensive background check.

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.

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#### 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), e-mail the following information to [CCSRefutations@dec.al.ga.gov](mailto:CCSRefutations@dec.al.ga.gov).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.al.ga.gov/ChildCareServices/RefutationInformation.aspx>

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.

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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 New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Kimberly Reed, Program Official

Date

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Dianne Clarke, Consultant

Date



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**Findings Report**

**Date:** 2/20/2019    **VisitType:** Monitoring Visit    **Arrival:** 10:50 AM    **Departure:** 3:10 PM

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1-.12 Equipment & Toys(CR)** **Not Met**

**Finding**

591-1-1-.12(6) requires that a variety of age-appropriate toys and play materials be available, stored on low, open shelves accessible to children in each room or assigned area. It was determined based on observation that the books in the 2L classroom were observed to not be accessible to the children and were observed in an area on the cubbies.

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**Correction Deadline: 3/22/2019**

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

**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.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)**

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that hazards were observed to be accessible in the 3R classroom. In an unlocked closet, hand sanitizer which read "keep out of reach of children" and a pair of adult scissors were accessible. A bottle of hand sanitizer which read "keep out of reach of children" was also found in a child's bag and was accessible.

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**Correction Deadline: 2/20/2019**

**Technical Assistance**

591-1-1-.25(8) - Please ensure that all outlets are covered when not in use.

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**Correction Deadline: 2/20/2019**

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Health and Hygiene**

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

**Met**

**Comment**

Proper diapering procedures observed.

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

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

**Met**

**Comment**

Documentation for medication dispensing observed complete.

**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment****Comment**

Pleasant naptime environment observed.

**Staff Records****Records Reviewed: 24****Records with Missing/Incomplete Components: 8**

Staff # 1	Met
Date of Hire: 11/29/2018	
Staff # 2	Met
Date of Hire: 05/04/2018	
Staff # 3	Not Met
Date of Hire: 11/15/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 4	Met
Date of Hire: 07/12/2018	
Staff # 5	Not Met
Date of Hire: 07/31/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.33(3)-Health & Safety Certificate	
Staff # 6	Not Met
Date of Hire: 09/15/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 7	Met
Date of Hire: 02/16/2011	
Staff # 8	Met
Date of Hire: 08/21/2018	
Staff # 9	Not Met
Date of Hire: 11/19/2018	
<u>"Missing/Incomplete Components"</u>	

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 10 Met  
Date of Hire: 08/14/2017

Staff # 11 Not Met  
Date of Hire: 11/14/2018

"Missing/Incomplete Components"  
.33(3)-Health & Safety Certificate

Staff # 12 Met  
Date of Hire: 02/02/2015

Staff # 13 Not Met  
Date of Hire: 08/24/2017

"Missing/Incomplete Components"  
.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 14 Met  
Date of Hire: 03/05/2012

Staff # 15 Met  
Date of Hire: 08/31/2006

Staff # 16 Met  
Date of Hire: 12/07/2017

Staff # 17 Met  
Date of Hire: 12/08/2017

Staff # 18 Met  
Date of Hire: 03/29/2017

Staff # 19 Met  
Date of Hire: 10/22/2014

Staff # 20 Met  
Date of Hire: 11/26/2013

Staff # 21 Not Met  
Date of Hire: 11/06/2018

"Missing/Incomplete Components"  
.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 22 Met

Date of Hire: 08/29/2016

Staff # 23

Met

Date of Hire: 07/12/2018

Staff # 24

Not Met

Date of Hire: 10/31/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**Staff Credentials Reviewed: 24**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

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

**Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that four staff did not have evidence of CPR and First aid. One staff completed the class online.

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**Correction Deadline: 3/22/2019**

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

**Not Met**

**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 a review of records that one new staff did not have evidence of orientation completed.

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**Correction Deadline: 2/20/2019**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that six staff did not have evidence of Health and Safety Orientation Training.

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**Correction Deadline: 3/22/2019**

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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**

Adequate supervision observed on this date.