



**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: 3/20/2018 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:55 PM

CCLC-38782

Kids 4 Kompany

1520 Tara Rd. Jonesboro, GA 30238 Clayton County
(770) 210-9022 k4kla@bellsouth.net

Regional Consultant

Katrina Maddox

Phone: (706) 434-4412

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katrina.maddox@decal.ga.gov

Mailing Address

1520 Tara Rd.
Jonesboro, GA 30238-6504

Quality Rated: ★ ★

| Compliance Zone Designation | | | 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. |
|------------------------------------|--|---------------|--|
| 03/20/2018 | Licensing Study | Good Standing | |
| 10/11/2017 | Complaint Investigation & Monitoring Visit | Good Standing | |
| 10/11/2017 | Complaint Closure | 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 | A | | 0 | 0 | C | 14 | C | NA | NA | |
| Main | B | One Year Olds and Two Year Olds | 2 | 18 | C | 20 | C | NA | NA | Free Play |
| Main | C | | 0 | 0 | C | 21 | C | NA | NA | |
| Main | D | Infants and Two Year Olds | 4 | 22 | C | 22 | C | NA | NA | Free Play |
| Main | E | PreK | 2 | 16 | C | 22 | C | NA | NA | Music |
| Main | F | Three Year Olds and Four Year Olds | 2 | 22 | C | 22 | C | NA | NA | Transitioning |
| Main | G | Three Year Olds | 2 | 17 | C | 20 | C | NA | NA | Free Play |
| Main | H | | 0 | 0 | C | 17 | C | NA | NA | |
| Main | I | | 0 | 0 | C | 16 | C | NA | NA | |

Total Capacity @35 sq. ft.: 174

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 95

Total Capacity @35 sq. ft.: 174

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-----------------|----------------------|-----------------------|
| Main | 3 & 4 YEAR OLD | 21 | C |
| Main | ASP | 20 | C |
| Main | Infant/ Toddler | 17 | C |

Comments

Plan of Improvement: No Plan Developed

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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), e-mail the following information to 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.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Brenda Brooks, Program Official

Date

Katrina Maddox, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

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

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

Met

Comment

Pool not in use at this time, gates observed locked.

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

Met

Comment

Parent agreements observed obtained/completed.

Comment

Records were observed to be complete and well organized.

| |
|-----------------|
| Facility |
|-----------------|

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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**

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

| |
|---------------------|
| Food Service |
|---------------------|

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

| |
|---------------------------|
| Health and Hygiene |
|---------------------------|

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

Staff state proper knowledge of diapering procedures.

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. Per director no medication is dispensed.

| |
|--------------------------------|
| Policies and Procedures |
|--------------------------------|

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on records review that the emergency drill log was not filled out. The director stated that the log she created is not updated.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 3/25/2018

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

Observed all required posted notices.

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

Discussed reporting requirements.

| |
|---------------|
| Safety |
|---------------|

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

Comment

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

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

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.

| |
|---|
| Sleeping & Resting Equipment |
|---|

Comment

Discussed SIDS and infant sleeping position.

Staff Records**Records Reviewed: 17****Records with Missing/Incomplete Components: 4**

| | |
|--|---------|
| Staff # 1 | Met |
| Date of Hire: 01/02/2017 | |
| Staff # 2 | Met |
| Date of Hire: 02/26/2018 | |
| Staff # 3 | Met |
| Date of Hire: 05/27/2014 | |
| Staff # 4 | Met |
| Date of Hire: 03/08/2017 | |
| Staff # 5 | Met |
| Date of Hire: 03/15/2018 | |
| Staff # 6 | Not Met |
| Date of Hire: 03/19/2015 | |
| <u>"Missing/Incomplete Components"</u> | |
| .33(5)-10 Hrs. Annual Training | |
| Staff # 7 | Met |
| Date of Hire: 01/02/2018 | |
| Staff # 8 | Met |
| Date of Hire: 06/05/2017 | |
| Staff # 9 | Met |
| Date of Hire: 12/28/2017 | |
| Staff # 10 | Not Met |
| Date of Hire: 02/01/2016 | |
| <u>"Missing/Incomplete Components"</u> | |
| .33(5)-10 Hrs. Annual Training | |
| Staff # 11 | Met |
| Staff # 12 | Met |
| Date of Hire: 07/24/2017 | |
| Staff # 13 | Met |

Date of Hire: 01/01/2014

Staff # 14

Not Met

Date of Hire: 10/27/2016

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 15

Met

Date of Hire: 09/06/2014

Staff # 16

Not Met

Date of Hire: 03/05/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 17

Met

Date of Hire: 04/02/2018

Staff Credentials Reviewed: 17

591-1-1-.09 Criminal Records Check(CR)

Not Met

Comment

Director provided 6 file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. It was determined based on review of records that 2 employees do not have satisfactory records determinations on file.

POI (Plan of Improvement)

The Center will ensure that valid evidence of satisfactory CRC's are maintained and are immediately available to the Department for the duration of the Employees employment plus one year.

Correction Deadline: 3/20/2018

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

Met

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on records review that 2 employees do not have the required 10 hours of annual training for 2017.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 4/19/2018

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

| |
|---------------------------------|
| 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)

Met

Comment

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