



**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: 8/16/2019 **VisitType:** Licensing Study

Arrival: 11:25 AM

Departure: 3:15 PM

CCLC-49094

Kids 'R' Kids Hamilton Mill

3690 Ridge Road Buford, GA 30519 Gwinnett County
(678) 482-5437 darla@kidskidshamiltonmill.com

Mailing Address
Same

Regional Consultant

Quintayna Collins

Phone: (770) 359-4401

Fax:

Jennifer.Taylor@dec.al.ga.gov

Joint with: Stacy Whitten

Quality Rated: No

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.
08/16/2019	Licensing Study	Good Standing	
05/15/2019	Complaint Closure	Good Standing	
05/07/2019	Complaint Investigation 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	A-1L/100	6wks-12mth	Infants	2	8	C	19	C	NA	NA	Nap, Floor Play, Feeding
Main	A-1L/100	6wks-12mth	Infants	2	8	C	12	C	NA	NA	Feeding, Nap, Floor or Play
Main	B-2L/150	6wks-12mths	Infants and One Year Olds	3	11	C	19	C	NA	NA	Free Play
Main	B-2L/150	6wks-12mths	One Year Olds	3	11	C	19	C	NA	NA	Free Play
Main	C-3L/200	1's	One Year Olds	2	6	C	20	C	NA	NA	Lunch
Main	C-3L/200	1's	One Year Olds	2	6	C	20	C	NA	NA	Lunch
Main	D-4L/250	2's	Two Year Olds	3	9	C	19	C	NA	NA	Nap
Main	D-4L/250	2's	Two Year Olds and Three Year Olds	3	9	C	19	C	NA	NA	Nap
Main	E-1M/300	2's	Two Year Olds	2	12	C	30	C	NA	NA	Nap
Main	E-1M/300	2's potty only	Two Year Olds	2	12	C	30	C	NA	NA	Nap
Main	F-2M/350	3's	Two Year Olds and Three Year Olds	3	3	C	26	C	37	C	Nap
Main	F-2M/350	3's	Two Year Olds and Three Year Olds	3	17	C	26	C	37	C	Nap
Main	G-3M/400	3's	Two Year Olds and Three Year Olds	2	12	C	26	C	37	C	Nap
Main	G-3M/400	3's	Two Year Olds and Three Year Olds	2	12	C	26	C	37	C	Nap

Main	H-4M/450-3+4's	Two Year Olds and Three Year Olds	2	13	C	26	C	37	C	Transitioning
Main	H-4M/450-3+4's	Two Year Olds and Three Year Olds	2	13	C	26	C	37	C	Transitioning
Main	I-5M/500-4's		0	0	C	26	C	37	C	
Main	I-5M/500-4's		0	0	C	26	C	37	C	
Main	J-5M/550-4's		0	0	C	26	C	37	C	
Main	J-5M/550-4's		0	0	C	26	C	37	C	
Main	K-BR/5+up afterschool		0	0	C	61	C	85	C	
Main	K-BR/5+up afterschool		0	0	C	70	C	98	C	
Main	M-1R/Cafeteria	Four Year Olds	2	15	C	0	NC	NA	NA	
Main	M-1R/Cafeteria	Four Year Olds	2	15	C	0	NC	NA	NA	

Total Capacity @35 sq. ft.: 598

Total Capacity @25 sq. ft.: 646

Total # Children this Date: 192 Total Capacity @35 sq. ft.: 598

Total Capacity @25 sq. ft.: 646

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A /Left	20	C
Main	Playground A /Left	20	C
Main	Playground B/Back Left	44	C
Main	Playground B/Back Left	44	C
Main	Playground C/Middle	46	C
Main	Playground C/Middle	46	C
Main	Playground D/Back right	55	C
Main	Playground D/Back right	55	C
Main	Splash Pad/Special Use/Right	16	C
Main	Splash Pad/Special Use/Right	16	C

Comments

The purposes of this visit was to conduct a licensing study visit and follow-up on previous visit conducted on May 7, 2019.

Plan of Improvement: Developed This Date 08/16/2019

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.state.ga.us/CCS/Regulations.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), e-mail the following information to CCSRefutations@decals.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://decals.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.ga.gov

Darla Hart, Program Official Date

Quintayna Collins, Consultant Date

Stacy Whitten, 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

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)

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.

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

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Organization

591-1-1-.04 Admission and Enrollment Met

Correction Deadline: 5/15/2019

Corrected on 8/16/2019

.04(2) - The previous citation was observed to be corrected on this date.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 2

Staff # 1 Met
Date of Hire: 06/21/2018

Staff # 2 Not Met
Date of Hire: 04/15/2019

"Missing/Incomplete Components"

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

Staff # 3 Met
Date of Hire: 09/04/2018

Staff # 4 Met
Date of Hire: 07/08/2019

Records Reviewed: 17

Records with Missing/Incomplete Components: 2

Staff # 5 Date of Hire: 06/26/2019	Met
Staff # 6 Date of Hire: 10/09/2018	Met
Staff # 7 Date of Hire: 06/21/2018	Met
Staff # 8 Date of Hire: 07/25/2019	Met
Staff # 9 Date of Hire: 06/21/2018	Met
Staff # 10 Date of Hire: 10/08/2018	Met
Staff # 11 Date of Hire: 05/28/2019	Met
Staff # 12 Date of Hire: 06/20/2018	Met
Staff # 13 Date of Hire: 08/29/2018	Met
Staff # 14 Date of Hire: 07/22/2019 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 15 Date of Hire: 06/20/2018	Met
Staff # 16 Date of Hire: 10/29/2018	Met
Staff # 17 Date of Hire: 10/22/2018	Met

Staff Credentials Reviewed: 10

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

Not Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided seven files for employees hired since last visit.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records one staff member's criminal record letter was not ported. The consultant observed the center to have a paper copy of the staff member's previous criminal records check letter.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 complete the criminal records affidavit to ensure CRC rules are maintained.

Correction Deadline: 8/16/2019

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records one staff member hired on April 15, 2019 did not complete of CPR/First Aid within the first 90 days of employment.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 8/23/2019

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Correction Deadline: 5/15/2019

Corrected on 8/16/2019

.32(4) - The previous citation was observed to be corrected on this date. The consultant observed the center to have parental permission for two-year-old children combined with three-year-old children on this date.

591-1-1-.32 Supervision(CR)

Met

Comment

Center observed to maintain appropriate staff:child ratios.