



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: 4/15/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:00 AM **Departure:** 1:45 PM

CCLC-574

Mill Creek Academy

1061 Old Peachtree Road Lawrenceville, GA 30043 Gwinnett County
 (770) 339-3330 kellycobb@charter.net

Regional Consultant

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@decal.ga.gov

Mailing Address

Same

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.
04/15/2019	Complaint Closure	Good Standing	
04/15/2019	Complaint Investigation & Licensing Study	Good Standing	
03/12/2019	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- 1st Left	Infants	1	4	C	12	C	NA	NA	Feeding, Floor Play
Main	B- 2nd Left	Infants	2	7	C	13	C	NA	NA	Floor Play
Main	C- 3rd Left	One Year Olds	2	8	C	17	C	NA	NA	Floor Play
Main	D- 4th Left	One Year Olds and Two Year Olds	2	6	C	18	C	NA	NA	Outside
Main	E- Back Left	Two Year Olds and Three Year Olds	2	12	C	24	C	NA	NA	Circle Time
Main	F- Center Left	Three Year Olds and Four Year Olds	2	15	C	26	C	NA	NA	Centers
Main	G- Center Right	PreK	1	17	C	26	C	NA	NA	Centers
Main	H- 1st Right	PreK	2	20	C	25	C	NA	NA	Centers
Main	I- 2nd Right	PreK	2	20	C	25	C	NA	NA	Transitioning
Main	J- 3rd Right	PreK	2	20	C	25	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 211

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 129

Total Capacity @35 sq. ft.: 211

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Infant/Toddler (Left)	27	C


Main	PG- Preschool/Afterschool (Back)	170	C
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Comments

The purpose of this visit was to conduct a complaint investigation and licensing study.

Plan of Improvement: Developed This Date 04/15/2019

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.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), 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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
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.state.ga.us

Kelly Cobb, Program Official

Date

Stacy Whitten, Consultant

Date



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Findings Report

Date: 4/15/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:00 AM **Departure:** 1:45 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Technical Assistance

Comment

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

Technical Assistance

591-1-1-.12(4) - Consultant discussed with provider to monitor and secure or remove the black shelf in the back center right PreK classroom so that a tipping hazard does not become present.

Correction Deadline: 4/15/2019

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

N/A

Comment

Center does not provide swimming activities.

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**

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Technical Assistance****Technical Assistance**

591-1-1-.06(1) - Consultant discussed with provider to repair or replace the sink faucet and/or handles in classrooms 3L, 4L and back Left where they have become detached or inoperable.

Correction Deadline: 5/15/2019**Technical Assistance**

591-1-1-.06(7) - Consultant discussed with provider to monitor and ensure the bathrooms in the back left center classroom, back right center classroom, and back right PreK classroom are cleaned and disinfected daily and drains flushed to prevent a urine smell from developing.

Correction Deadline: 4/15/2019

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)**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 the following hazards were observed accessible to children on this date:

center right classroom - a staff bag was observed on a low table and accessible to children and a cabinet containing teacher supplies, including scissors, staplers, push pins and staples was unlocked and hazards were stored on a low shelf, accessible to children.

center left classroom - two staff purses were stored hanging on hooks behind classroom doors, accessible to children

back left two and three year old classroom - a staff purse was stored hanging inside the children's bathroom area, accessible to children, three tubes of diaper ointment was stored in a low unlocked drawer, accessible to children

mechanical/HVAC closets were unlocked in the left and right hallways

staff bathroom was unlocked with cleaning products stored on a low shelf/cart accessible to children

laundry room door was unlocked with cleaning products stored accessible to children.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/15/2019**Technical Assistance**

591-1-1-.25(3) - Consultant discussed with provider to repair or remove the slow closing hinges on the bathroom doors throughout the center where they have been detached.

Correction Deadline: 4/15/2019

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

Playground observed to be clean and in good repair.

Food Service

Technical Assistance

591-1-1-.15(3) - Consultant discussed with provider to ensure all infant bottles are labeled with the child's name and date each day.

Correction Deadline: 4/15/2019

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

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals

Met

Comment

Animals maintained clean and appropriately caged.

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

Met

Comment

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

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

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 and staff on this date. Staff stated appropriate laundry and hygiene practices.

Staff Records

Records Reviewed: 31

Records with Missing/Incomplete Components: 2

Staff # 1

Met

Date of Hire: 10/17/2018

Staff # 2

Met

Date of Hire: 06/19/2017

Staff # 3 Met

Date of Hire: 07/31/2017

Staff # 4 Met

Date of Hire: 02/08/2017

Staff # 5 Met

Date of Hire: 02/20/2019

Staff # 6 Met

Date of Hire: 08/20/2018

Staff # 7 Met

Date of Hire: 07/27/2017

Staff # 8 Not Met

Date of Hire: 01/14/2019

"Missing/Incomplete Components"

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

Staff # 9 Not Met

Date of Hire: 11/19/2018

"Missing/Incomplete Components"

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

Staff # 10 Met

Date of Hire: 07/31/2017

Staff # 11 Met

Date of Hire: 08/03/2017

Staff # 12 Met

Date of Hire: 07/19/2018

Staff # 13 Met

Date of Hire: 02/01/2016

Staff # 14 Met

Date of Hire: 08/10/2018

Staff # 15 Met

Date of Hire: 08/02/2012

Staff # 16 Date of Hire: 08/01/2016	Met
Staff # 17 Date of Hire: 11/05/2001	Met
Staff # 18 Date of Hire: 09/06/2011	Met
Staff # 19 Date of Hire: 07/30/2018	Met
Staff # 20 Date of Hire: 01/18/2019	Met
Staff # 21 Date of Hire: 05/03/2016	Met
Staff # 22 Date of Hire: 01/02/2002	Met
Staff # 23 Date of Hire: 11/22/2015	Met
Staff # 24 Date of Hire: 08/08/2003	Met
Staff # 25 Date of Hire: 07/30/2018	Met
Staff # 26 Date of Hire: 07/23/2018	Met
Staff # 27 Date of Hire: 09/19/2016	Met
Staff # 28 Date of Hire: 07/31/2017	Met
Staff # 29 Date of Hire: 12/05/2018	Met
Staff # 30 Date of Hire: 11/26/2001	Met

Staff # 31

Met

Date of Hire: 08/17/2005

Staff Credentials Reviewed: 31

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided five files for employees hired since last visit.

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 two staff members hired more than 90 days ago, did not have evidence of completing the required CPR and First Aid training

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 5/15/2019

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

Met

Comment

Lead staff education requirements are met.

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.