



**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: 10/22/2019 **VisitType:** Licensing Study

Arrival: 9:15 AM

Departure: 4:00 PM

CCLC-574

Mill Creek Academy

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

Regional Consultant

Quintayna Collins

Phone: (770) 359-4401

Fax:

Jennifer.Taylor@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.
10/22/2019	Licensing Study	Good Standing	
06/28/2019	Complaint Closure	Good Standing	
04/15/2019	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- 1st Left		0	0	C	12	C	NA	NA	
Main	B- 2nd Left	Infants and One Year Olds	1	5	C	13	C	NA	NA	Nap,Floor Play
Main	C- 3rd Left	One Year Olds	2	7	C	17	C	NA	NA	Free Play
Main	D- 4th Left	One Year Olds and Two Year Olds	2	11	C	18	C	NA	NA	Transitioning
Main	E- Back Left	Two Year Olds	2	11	C	24	C	NA	NA	Circle Time
Main	F- Center Left	Three Year Olds and Four Year Olds	2	14	C	26	C	NA	NA	Centers
Main	G- Center Right	PreK	2	20	C	26	C	NA	NA	Centers
Main	H- 1st Right	PreK	2	18	C	25	C	NA	NA	Centers
Main	I- 2nd Right	PreK	2	20	C	25	C	NA	NA	Circle Time
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: 126

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

Comments

The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on April 15, 2019.

Plan of Improvement: Developed This Date 10/22/2019

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@dec.state.ga.us.

- 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.state.ga.us/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

Quintayna Collins, 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.

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-.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**

Technical Assistance

591-1-1-.25 - Consultant discussed with provider to ensure hazards are kept inaccessible.

Correction Deadline: 4/15/2019

Corrected on 10/22/2019

.25(13) - The previous citation was observed to be corrected on this date. Consultant did not observe any hazards accessible 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-.07 Children's Health **Met**

Correction Deadline: 6/28/2019

Corrected on 10/22/2019

.07(2) - The previous citation was observed to be corrected on this date. Provider stated that parents are notified the immediately or the same day of an incident occurring and an incident report is completed.

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-.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.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

Comment

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 16****Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Staff # 2	Met
Date of Hire: 01/18/2019	
Staff # 3	Not Met
Date of Hire: 08/08/2003	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training	
Staff # 4	Met
Date of Hire: 08/16/2019	
Staff # 5	Met
Date of Hire: 02/01/2016	
Staff # 6	Not Met
Date of Hire: 11/05/2001	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 7	Met
Date of Hire: 04/15/2019	
Staff # 8	Met
Date of Hire: 11/26/2001	
Staff # 9	Met
Date of Hire: 07/31/2017	
Staff # 10	Not Met
Date of Hire: 01/02/2022	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 11	Met
Date of Hire: 09/06/2011	

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 12 Met
 Date of Hire: 07/27/2017

Staff # 13 Met
 Date of Hire: 07/23/2018

Staff # 14 Met
 Date of Hire: 05/03/2016

Staff # 15 Met
 Date of Hire: 08/01/2016

Staff # 16 Met
 Date of Hire: 08/17/2005

Staff Credentials Reviewed: 11

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 three 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: 11/5/2019

Recited on 10/22/2019

591-1-1-.33 Staff Training Not Met

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records four of 30 staff members did not have evidence of annual training for 2018 on this date.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 11/21/2019

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**

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.