



**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

**Cover Sheet**

**Date:** 9/21/2022 **VisitType:** Licensing Study

**Arrival:** 12:40 PM

**Departure:** 6:30 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@dec.al.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.
09/21/2022	Licensing Study	Good Standing	
04/28/2022	Incident Investigation Closure	Good Standing	
04/28/2022	Incident Investigation & Follow Up	Good Standing	

**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.

**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	3	11	C	13	C	NA	NA	Feeding, Nap, Flo or Play
Main	1R	Two Year Olds	2	14	C	23	C	NA	NA	
Main	2L	One Year Olds	3	14	C	23	C	NA	NA	Nap
Main	2R	Four Year Olds	2	16	C	25	C	35	C	Nap
Main	3L	Three Year Olds	3	17	C	32	C	45	C	Nap
Main	3R	PreK	2	20	C	31	C	44	C	Nap

Total Capacity @35 sq. ft.: 147

Total Capacity @25 sq. ft.: 183

Total # Children this Date: 92

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**

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated staff orientation checklist.

Plan of Improvement: Developed This Date 09/21/2022

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.decal.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



**Important Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

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Kimberly Reed, Program Official

Date

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Dianne Clarke, 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-.06 Bathrooms**

**Technical Assistance**

**Technical Assistance**

591-1-1-.06(4) - Please ensure to clean out the vents in the bathroom to ensure that they function properly. The vent should be able to suck a piece of tissue up without assistance.

**Correction Deadline: 10/21/2022**

**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 an unlocked cabinet below the sink was observed to have Lysol, Windex, detergent and bleach water accessible in the 2L classroom.

**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. The staff removed the items during the visit.

**Correction Deadline: 9/21/2022**

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

**Technical Assistance**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

591-1-1-.26(3) - Please ensure to replace the shade which was damaged by a fallen tree immediately on the toddler playground.

**Correction Deadline: 10/21/2022**

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**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**

The Provider currently does not dispense/administer medication.

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**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Not Met**

**Comment**

Complete documentation of transportation observed.

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on observation that staff #4 was observed to be participating in transportation but did not have evidence of the transportation training completed.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 10/1/2022**

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**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 30

Records with Missing/Incomplete Components: 2

Staff # 1 Date of Hire: 06/09/2021	Met
Staff # 2 Date of Hire: 04/29/2021	Met
Staff # 3 Date of Hire: 03/29/2017	Met
Staff # 4 Date of Hire: 08/18/2022	Not Met
<u>"Missing/Incomplete Components"</u> .36(3)(a-b)-2 hrs. Transportation Training missing	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 5	Met
Staff # 6 Date of Hire: 09/28/2018	Met
Staff # 7 Date of Hire: 05/18/2021	Met
Staff # 8 Date of Hire: 08/18/2022	Met
	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9 Date of Hire: 02/01/2022	Met
Staff # 10 Date of Hire: 10/22/2014	Met
Staff # 11 Date of Hire: 08/22/2022	Met
	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 08/02/2022	Met
Staff # 13 Date of Hire: 10/14/2021	Met
Staff # 14	Met

**Records Reviewed: 30****Records with Missing/Incomplete Components: 2**

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Date of Hire: 08/01/2022

Staff # 15 Met

Date of Hire: 08/24/2020

Staff # 16 Met

Date of Hire: 03/03/2022

Staff # 17 Met

Date of Hire: 09/06/2022

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

Staff # 18 Met

Date of Hire: 07/07/2021

Staff # 19 Met

Date of Hire: 02/02/2021

Staff # 20 Met

Date of Hire: 12/20/2021

Staff # 21 Met

Date of Hire: 07/05/2022

Staff # 22 Met

Date of Hire: 05/15/2021

Staff # 23 Met

Date of Hire: 03/03/2011

Staff # 24 Met

Date of Hire: 04/18/2022

Staff # 25 Met

Date of Hire: 11/10/2021

Staff # 26 Met

Date of Hire: 08/24/2017

Staff # 27 Met

Date of Hire: 09/21/2022

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

Staff # 28 Met

Date of Hire: 09/21/2022

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

Staff # 29

Met

Date of Hire: 03/21/2022

Staff # 30

Not Met

Date of Hire: 10/08/2020

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

**Staff Credentials Reviewed: 7**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

**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 a review of records that staff #29 did not have ten hours of annual training completed for 2021.

**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: 10/21/2022**

**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: 4/28/2022**

Corrected on 9/21/2022

**.32(1) - The previous citation was observed to be corrected in that staff was retrained and the importance of maintaining the ratios in the classroom. Please ensure that all staff are aware of what the ratio in the classrooms are and that they are maintained at all times.**

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

**Met**

**Comment**

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.