



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: 10/22/2021 **VisitType:** Licensing Study

Arrival: 12:00 PM

Departure: 1:15 PM

CCLC-53727

KinderCare Learning Center (Sugarhill #086128)

4540 Nelson Brogdon Blvd Sugar Hill, GA 30518 Gwinnett County
 (678) 482-2356 sugarhill@kindercare.com

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

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Mailing Address

3051 Parkbrooke Circle
 Woodstock, GA 30189

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.
10/22/2021	Licensing Study	Good Standing	
09/03/2021	Incident Investigation Closure	Good Standing	
07/27/2021	Incident 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
Building A	A-1L-Infants	Infants and One Year Olds	1	3	C	12	C	NA	NA	Nap
Building A	B-2L-1 Year-Olds	One Year Olds and Two Year Olds	1	7	C	16	C	NA	NA	Nap
Building A	C-3L-Two Year-Olds	Two Year Olds	1	10	C	20	C	NA	NA	Nap
Building A	D-4L-Two Year-Old		0	0	C	20	C	NA	NA	
Building A	F-Back-School Age		0	0	C	30	C	NA	NA	
Building A	G-3R-Three Year-Olds	Three Year Olds	1	12	C	31	C	NA	NA	Nap
Building A	H-2R-Three and Four Year-Olds		0	0	C	51	C	NA	NA	
Building A	I-1R-Pre-K	GA PreK	1	16	C	43	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 223						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 48			Total Capacity @35 sq. ft.: 223			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

An administrative review was completed on October 22, 2021. Staff file, training, and background checks were all reviewed. A virtual inspection was conducted on October 22, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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)

Heather Watson, Program Official

Date

Margarita Collier, 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: 1

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(2)-Immunization	

Technical Assistance

Please ensure parents update the following information as needed:

- Parents' personal and work contact information and work address.
- Release to persons' name and addresses.
- Emergency contact persons' name and contact number.
- Doctor's name and contact information.

Finding

591-1-1-.08(2) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence. It was determined based on review of records that child #5 did not have evidence of a current immunization certificate on file. Child #5's immunization certificate expired on April 25, 2021.

POI (Plan of Improvement)

Center staff will have and use a plan to track immunization forms for all enrolled children and to ensure the form or affidavit are obtained from the parent or guardian within 30 days of enrollment. Parents will be informed their child cannot remain enrolled in the center without this documentation.

Correction Deadline: 11/1/2021

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.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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 stated the proper handwashing procedures for staff and children.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Program observed complete emergency drills

591-1-1-.29 Required Reporting**Technical Assistance****Technical Assistance**

The consultant discussed the required reporting requirements with the director (i.e., temporary closures, permanent closures, child abuse/neglect, communicable illness, etc.).

Safety

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

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)**Met****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)**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 review of records that staff member #8 did not have evidence of a current transportation training certificate on file. Staff member #8 was observed to have a transportation training certificate dated for August 21, 2019 that expired on August 21, 2021.

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: 11/1/2021

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 08/30/2020	Met
Staff # 2 Date of Hire: 09/30/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 3 Date of Hire: 09/21/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4 Date of Hire: 08/11/2021	Met
Staff # 5 Date of Hire: 08/06/2021	Met
Staff # 6 Date of Hire: 09/22/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 07/07/2021	Met
Staff # 8 Date of Hire: 08/02/2002	Met

Staff Credentials Reviewed: 5

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

Technical Assistance

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members', therapist, independent contractors, and/or volunteers criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members, therapist, independent contractors and/or volunteers that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members, therapist, independent contractors, and/or volunteers have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired, seasonal staff members, therapist, and/or independent contractors with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

Comment

The director provided six files for staff members hired since the previous visit was conducted on July 27, 2021. The consultant observed seven of six newly hired staff members to have evidence of a satisfactory comprehensive determination letter.

591-1-1-.14 First Aid & CPR**Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Met****Comment**

Documentation observed of required staff training.

591-1-1-.31 Staff(CR)**Technical Assistance****Technical Assistance**

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

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.