



**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:** 2/9/2022    **VisitType:** Complaint Investigation & Licensing Study    **Arrival:** 10:10 AM    **Departure:** 1:15 PM

**CCLC-49094**

**Kids 'R' Kids Hamilton Mill**

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

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

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mandi.sloan@dec.al.gov

**Mailing Address**  
Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
02/09/2022	Complaint Investigation & Licensing Study	Good Standing
08/31/2021	Monitoring Visit	Good Standing
07/12/2021	POI Follow Up	Good Standing

**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.

**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 and One Year Olds	3	13	C	19	C	NA	NA	Floor Play, Feeding, Nap
Main	B-2L/150	6wks-12mths	One Year Olds	3	15	C	19	C	NA	NA	Outside, Transitioning
Main	C-3L/200	1's	One Year Olds and Two Year Olds	3	16	C	20	C	NA	NA	Outside, Transitioning
Main	D-4L/250	2's	Two Year Olds and Three Year Olds	3	14	C	19	C	NA	NA	Centers
Main	E-1M/300	2's	Two Year Olds	3	18	C	30	C	NA	NA	Centers
Main	F-2M/350	3's	Three Year Olds	2	20	C	26	C	37	C	Outside
Main	G-3M/400	3's	Three Year Olds and Four Year Olds	3	20	C	26	C	37	C	Outside
Main	H-4M/450	3+4's	Three Year Olds	2	17	C	26	C	37	C	Centers
Main	I-5M/500	4's	Four Year Olds	2	22	C	26	C	37	C	Centers
Main	J-5M/550	4's	Four Year Olds	2	23	C	26	C	37	C	Centers
Main	K-BR/5+up	after school	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	23	C	70	C	98	C	Nap, Transitioning, Lunch
<b>Total Capacity @35 sq. ft.: 307</b>						<b>Total Capacity @25 sq. ft.: 390</b>					

Total # Children this Date: 201

Total Capacity @35 sq. ft.: 307

Total Capacity @25 sq. ft.: 390


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

**Comments**

The purpose of today's visit was to conduct a Complaint Investigation and Licensing Study.



Plan of Improvement: No Plan Developed

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 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.decal.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@decal.ga.gov](mailto:qualityrated@decal.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.

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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), e-mail the following information to [CCSRefutations@decals.ga.gov](mailto: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.

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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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Kelsi Hickey, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

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

**Met**

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**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)**

**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 potentially hazardous equipment, materials or supplies were not stored in a locked area inaccessible to children:

- One pair of adult scissors and one staplers was located on a teacher's desk in Suite 350
- One container of hand sanitizer marked "Keep Out of the Reach of Children" was located on a teacher's desk in Suite 400
- On pair of adult scissors was located on a teacher's desk in Suite 500

**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: 2/9/2022**

**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**

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**

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-.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: 60**

**Records with Missing/Incomplete Components: 3**

Staff # 1 Met

Date of Hire: 03/31/2021

Staff # 2 Met

Date of Hire: 02/19/2021

Staff # 3 Met

Staff # 4 Met

Staff # 5	Met
Date of Hire: 07/13/2021	
Staff # 6	Met
Date of Hire: 01/24/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 03/31/2021	
Staff # 8	Met
Date of Hire: 01/24/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 08/23/2021	
Staff # 10	Met
Staff # 11	Met
Date of Hire: 01/24/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Date of Hire: 11/23/2021	
Staff # 13	Not Met
Date of Hire: 07/06/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 14	Met
Date of Hire: 01/18/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 15	Met
Date of Hire: 07/08/2019	
Staff # 16	Met
Date of Hire: 08/23/2021	
Staff # 17	Met
Date of Hire: 07/20/2021	
Staff # 18	Met
Date of Hire: 02/07/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>

Staff # 19 Date of Hire: 08/02/2021	Met
Staff # 20 Date of Hire: 07/09/2021	Met
Staff # 21 Date of Hire: 07/07/2020 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 22 Date of Hire: 07/26/2021	Met
Staff # 23 Date of Hire: 06/04/2018	Met
Staff # 24 Date of Hire: 05/17/2021	Met
Staff # 25 Date of Hire: 07/13/2020	Met
Staff # 26 Date of Hire: 11/17/2021	Met
Staff # 27 Date of Hire: 06/15/2020	Met
Staff # 28 Date of Hire: 10/18/2018	Met
Staff # 29 Date of Hire: 10/12/2021	Met
Staff # 30 Date of Hire: 03/01/2021	Met
Staff # 31 Date of Hire: 04/12/2021	Met
Staff # 32 Date of Hire: 12/08/2021	Met

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

Staff # 33 Date of Hire: 02/01/2021	Met
Staff # 34 Date of Hire: 10/28/2021	Met
Staff # 35	Met
Staff # 36 Date of Hire: 01/17/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 37 Date of Hire: 08/29/2018	Met
Staff # 38 Date of Hire: 11/29/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 39 Date of Hire: 12/06/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 40 Date of Hire: 07/24/2018	Met
Staff # 41 Date of Hire: 12/07/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 42 Date of Hire: 08/16/2019	Met
Staff # 43 Date of Hire: 09/20/2019	Met
Staff # 44 Date of Hire: 08/18/2021	Met
Staff # 45 Date of Hire: 07/10/2020	Met
Staff # 46 Date of Hire: 02/19/2021	Met
Staff # 47 Date of Hire: 06/21/2018	Met

**Records Reviewed: 60****Records with Missing/Incomplete Components: 3**

Staff # 48 Date of Hire: 08/05/2021	Met
Staff # 49 Date of Hire: 04/02/2021	Met
Staff # 50 Date of Hire: 02/11/2021	Met
Staff # 51 Date of Hire: 12/14/2020	Met
Staff # 52 Date of Hire: 09/30/2016	Met
Staff # 53 Date of Hire: 01/31/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 54 Date of Hire: 10/19/2020	Met
Staff # 55 Date of Hire: 02/10/2021	Met
Staff # 56 Date of Hire: 07/29/2021	Met
Staff # 57 Date of Hire: 10/27/2021 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 58 Date of Hire: 04/14/2021	Met
Staff # 59 Date of Hire: 04/27/2021	Met
Staff # 60 Date of Hire: 10/04/2018	Met

**Staff Credentials Reviewed: 18****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 15 file(s) for employees hired since the last visit conducted on August 31, 2021.

**Technical Assistance**

591-1-1-.09(1)(l)2. - The consultant discussed with the provider to ensure that staff who leave the program and come back obtain a new Comprehensive Records Check Determination when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer as the provider stated that staff sometimes take temporary leave of absence for personal reasons.

**Correction Deadline: 2/9/2022**

**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 staff person # 13 with a documented date of hire of July 6 2021, staff person # 21 with a documented date of hire of July 7, 2020 and staff person # 56 with a documented date of hire of October 27, 2021 had not satisfactorily obtained certification in first aid and CPR.

**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: 3/11/2022**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.31(2)(b)3.(i) - The consultant discussed with the provider - to ensure that newly hired teachers who do not possess the educational and qualifying child care experience requirements must enroll in a program of study to obtain one of the educational credentials and qualifying experience requirements as required by these rules within six months after employment at the Center and complete the credential or degree within 18 months after enrollment.

**Correction Deadline: 2/9/2022**

**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**

Adequate supervision observed on this date.