



**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: 6/10/2022 **VisitType:** Licensing Study

Arrival: 11:10 AM

Departure: 1:35 PM

CCLC-46646

Primrose School of Braselton

2711 Old Winder Highway Braselton, GA 30517 Gwinnett County
(770) 904-9860 office@primrosebraselton.com

Regional Consultant

Lynn Schnitzer

Phone: (678) 717-5720

Fax: (770) 344-5683

lynn.schnitzer@dec.al.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.
06/10/2022	Licensing Study	Good Standing	
12/30/2021	Monitoring Visit	Good Standing	
06/08/2021	Licensing Study	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	A - R Hall 1R	Infants	2	5	C	13	C	NA	NA	Feeding, Nap, Flo or Play
Main	B - R Hall 2R	Infants and One Year Olds	2	8	C	13	C	NA	NA	Feeding, Floor Play
Main	B-Infant		0	0	C	13	C	NA	NA	
Main	C - R Hall 3R	Two Year Olds and Three Year Olds	2	11	C	16	C	NA	NA	Lunch
Main	D - R Hall 2L	One Year Olds	1	6	C	17	C	NA	NA	Lunch
Main	E - R Hall 1L	One Year Olds	2	7	C	14	C	NA	NA	Floor Play, Diapering
Main	F - Back R		0	0	C	27	C	NA	NA	
Main	G - Back L	Four Year Olds	2	18	C	27	C	NA	NA	Nap
Main	H - L Hall School Age	Four Year Olds and Five Year Olds and Six Year Olds and Over	3	25	C	34	C	NA	NA	Lunch
Main	I - L Hall 2R	Three Year Olds	2	16	C	27	C	NA	NA	Nap
Main	J - L Hall 2L	Two Year Olds and Three Year Olds	1	9	C	26	C	NA	NA	Nap
Main	K - L Hall 1L	Two Year Olds and Three Year Olds	2	13	C	20	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 247

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 118

Total Capacity @35 sq. ft.: 247

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Garden - Right	10	C
Main	B - Infant	18	C
Main	C	47	C
Main	D	25	C
Main	E	37	C

Comments

The purpose of today's visit was to conduct a licensing study and to follow up from the previous visit conducted on December 30, 2021. An administrative review was conducted on July 9, 2022.

Plan of Improvement: Developed This Date 06/10/2022

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 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.

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 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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Findings Report

Date: 6/10/2022 **VisitType:** Licensing Study

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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.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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-.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 met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance****Technical Assistance**

591-1-1-.25 - Consultant discussed with director to ensure that bathroom vents are cleaned routinely.

Comment

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Playground observed to be clean and in good repair.

Technical Assistance

591-1-1-.26(4) - Consultant discussed with director to ensure that the gate between playgrounds B and C is straightened in its brackets to prevent any gaps.

Correction Deadline: 6/10/2022

Food Service**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

Comment

Please ensure that bottles are covered and fully labeled with child's full name.

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**

Hand washing requirements for diapering were discussed with the director on this date.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that a staff member in classroom E did not wash the child's hands after completing the diaper changing process.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 6/10/2022

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that a staff member in classroom E did not wash their hands after completing the diaper changing process.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 6/10/2022

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

Not Met

Finding

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on review of records that the written emergency plan did not include procedures for severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the center; for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations.

POI (Plan of Improvement)

The Center will write or revise an emergency plan that includes all of the required items.

Correction Deadline: 6/15/2022

Comment

Consultant observed documentation of emergency drills conducted as required.

591-1-1-.27 Posted Notices

Met

Comment

Please make sure that all required signs are posted and up to date.

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR) **Not Met**

Comment

Complete documentation of school transportation routes 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 #17, date of hire June 7, 2021, did not have evidence of two-clock hours of transportation training.

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: 6/20/2022

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that the center did not have an emergency medical form on file for seven of seven children that receive school transportation services.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 6/11/2022

Sleeping & Resting Equipment

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

Technical Assistance

591-1-1-.30 - The consultant discussed SIDS and safe sleep practices with the director.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 33

Records with Missing/Incomplete Components: 18

Staff # 1 Date of Hire: 09/08/2021	Met
Staff # 2 Date of Hire: 05/25/2022	Met
Staff # 3 Date of Hire: 07/29/2019 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 4 Date of Hire: 05/16/2022	Met
Staff # 5 Date of Hire: 11/02/2020 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 6 Date of Hire: 11/12/2020	Met
Staff # 7 Date of Hire: 10/06/2021	Met
Staff # 8 Date of Hire: 10/09/2017 <u>"Missing/Incomplete Components"</u> .33(4)-Food Prep Training Missing 4 hrs.	Not Met
Staff # 9 Date of Hire: 02/14/2022	Met
Staff # 10 Date of Hire: 10/11/2021	Met
Staff # 11 Date of Hire: 05/18/2022 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 12	Met

Date of Hire: 04/11/2022

Staff # 13 Met

Date of Hire: 11/29/2021

Staff # 14 Not Met

Date of Hire: 03/22/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 15 Met

Date of Hire: 01/18/2002

Staff # 16 Not Met

Date of Hire: 05/05/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 17 Not Met

Date of Hire: 06/07/2021

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 18 Not Met

Date of Hire: 03/23/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 19 Not Met

Date of Hire: 03/18/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 20 Not Met

Date of Hire: 05/07/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 21 Not Met

Date of Hire: 04/30/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 22 Met

Records Reviewed: 33

Records with Missing/Incomplete Components: 18

Date of Hire: 06/08/2022

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

Staff # 23

Not Met

Date of Hire: 06/29/2020

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 24

Not Met

Date of Hire: 03/15/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 25

Not Met

Date of Hire: 09/30/2021

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 26

Not Met

Date of Hire: 02/19/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 27

Not Met

Date of Hire: 04/08/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 28

Not Met

Date of Hire: 01/11/2022

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Staff # 29

Met

Date of Hire: 03/28/2022

Staff # 30

Met

Date of Hire: 10/13/2021

Staff # 31

Met

Date of Hire: 05/16/2022

Staff # 32

Not Met

Date of Hire: 06/17/2022

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

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 33

Met

Date of Hire: 03/04/2019

Staff Credentials Reviewed: 6

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

Met

Comment

Director provided eleven files for employees hired since last visit December 30, 2021.

Correction Deadline: 12/30/2021

Corrected on 6/10/2022

.09(1)(j) - The previous citation was observed to be corrected. The consultant observed all staff to have evidence of a comprehensive determination letter on file.

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 review of records that staff #19, date of hire March 18, 2021, and staff #27, date of hire February 19, 2021, did not have evidence of a current first aid and CPR card on file.

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: 7/10/2022

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the first aid kit on vehicle tag #RMX4413 was missing a thermometer, tweezers, antibacterial ointment, a cold pack, protective eyewear, and face masks, and the first aid kit on vehicle tag #RJD8695 was missing a thermometer, tweezers, antibacterial ointment, a cold pack, protective eyewear, insect-sting preparation, antiseptic, and face masks.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 6/20/2022

591-1-1-.33 Staff Training

Not Met

Comment

Documentation observed of required annual staff training.

Finding

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on review of records that staff #11, date of hire May 18, 2022, staff #16, date of hire May 5, 2022, staff #18, date of hire March 23, 2022, and staff #33, date of hire, June 17, 2022, did not have evidence of initial center orientation on file.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 6/10/2022

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that staff #3, date of hire July 29, 2019, Staff #5, date of hire November 2, 2020, staff #14, date of hire March 22, 2021, staff #19, date of hire March 18, 2021, staff #20, date of hire May 7, 2018, staff # 21, date of hire April 30, 2018, staff #23, date of hire June 29, 2020, staff #24, date of hire March 15, 2021, #25, date of hire September 30, 2021, staff #26, date of hire February 19, 2021, and staff #27, date of hire April 8, 2019, did not have evidence of health and safety orientation training on file.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 7/10/2022

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review of records that staff #8, date of hire October 9, 2017, did not have evidence of training in food nutrition planning, preparation, serving, proper dish washing and food storage on file.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 7/10/2022

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

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.