



**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:** 5/4/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 1:00 PM

**CCLC-1123**

**Happy Kids Learning Center**

7139 Highway 29 South Hull, GA 30646 Madison County  
 (706) 546-8611 justingillespie@bellsouth.net

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
05/04/2021	Monitoring Visit	Good Standing	
10/26/2020	Licensing Study	Good Standing	
11/26/2019	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	1R	Four Year Olds	1	3	C	23	C	NA	NA	Transitioning
Main	2L	Three Year Olds and Four Year Olds	1	13	C	18	C	NA	NA	Free Play
Main	2R		0	0	C	8	C	NA	NA	Not In Use
Main	3L	Infants	1	6	C	12	C	NA	NA	Free Play, Floor Play, Transitioning, Nap
Main	3R		0	0	C	10	C	NA	NA	Not In Use
Main	4L	One Year Olds and Two Year Olds	1	7	C	10	C	NA	NA	Lunch
Main	4R		0	0	C	16	C	NA	NA	Not In Use
Main	5L		0	0	C	19	C	NA	NA	Not In Use
Main	A-1L	PreK	2	14	C	21	C	NA	NA	Free Play, Centers
Total Capacity @35 sq. ft.: 132			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Health Department Limitations					
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 132		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	back	107	C
Main	left playground	27	C
Main	right	16	C

### Comments

A virtual inspection was conducted on May 4, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 05/04/2021

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/RuleAndRegulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Justin Gillespie, Program Official

Date

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Kelly Jones, Consultant

Date



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### Findings Report

**Date:** 5/4/2021 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:00 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Met

**Comment**

A variety of equipment and toys were observed throughout the center.

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**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.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

**Comment**

A virtual inspection was conducted due to COVID-19 . 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.

**Comment**

No hazards observed accessible to children on this date.

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

Met

**Comment**

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date. Consultant also discussed placement of merry go round and red and yellow see saw equipment to help with washing of resilient surface when it rains.

Correction Deadline: 11/6/2020

Corrected on 5/4/2021

.26(6) - The previous citation had been corrected on this date. Consultant observed the blue truck and yellow bus on the left playground as well as other metal play equipment had been painted and was in good repair.

Correction Deadline: 11/6/2020

Corrected on 5/4/2021

.26(8) - The previous citation was observed to be corrected on this date. Consultant observed that the swings had been removed from left playground.

## Health and Hygiene

### 591-1-1-.10 Diapering Areas & Practices(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper diapering procedures.

### 591-1-1-.17 Hygiene(CR)

Met

#### Comment

Proper hand washing observed throughout the center.

### 591-1-1-.20 Medications(CR)

Met

#### Comment

The Provider currently does not dispense/administer medication.

## Safety

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on this date. Staff stated knowledge of appropriate discipline procedures. Staff were observed to maintain a positive learning environment on this date.

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

Met

#### Comment

Center does not provide routine transportation.

## Sleeping & Resting Equipment

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

Met

#### Comment

Discussed SIDS and infant sleeping position.

#### Comment

Pleasant naptime environment observed.

#### Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

## Staff Records

**Records Reviewed: 12****Records with Missing/Incomplete Components: 2**

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Staff # 1	Met
Date of Hire: 10/11/2009	
Staff # 2	Met
Date of Hire: 09/11/2019	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 03/15/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 5	Not Met
Date of Hire: 07/29/2019	
<u>"Missing/Incomplete Components"</u>	
.33(6)-Training Documentation Missing	
Staff # 6	Met
Date of Hire: 04/29/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 05/01/2005	
Staff # 8	Met
Date of Hire: 04/25/2019	
Staff # 9	Met
Date of Hire: 04/02/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 10	Met
Date of Hire: 02/22/2021	
Staff # 11	Not Met
Date of Hire: 10/01/2014	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 12	Met
Date of Hire: 09/20/2016	

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**Staff Credentials Reviewed: 5**

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<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Not Met</b>
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**Comment**

Director provided 4 file(s) for employees hired since last visit.10/26/2020.

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff #11, hire date 10/1/2014 did not have record of a satisfactory determination letter that was electronically ported to the center on this date. Staff member was present and was electronically ported during the virtual visit.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review to ensure CRC rules are maintained.

**Correction Deadline: 5/4/2021**

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

**Correction Deadline: 11/6/2020**

**Corrected on 5/4/2021**

**.33(3) - The previous citation had been observed to be corrected on this date. Staff had evidence of the required health and safety orientation training on file on this date.**

**Finding**

Previously Cited: 591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that one staff did not complete ten hours of annual training for 2018.

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 # 5 hire date 7/29/2019 didn't have evidence of the 10 hours of required training for the year 2020 on file on this date.,

**POI (Plan of Improvement)**

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

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: 12/31/2021**

**Recited on 5/4/2021**

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

**Met**

**Comment**

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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on May 1, 2021.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

A virtual visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

A virtual visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.