



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: 12/17/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 11:00 AM **Departure:** 1:30 PM

CCLC-37951

Happy Hearts Learning Academy

1190 King George Boulevard, Suite A-2 Savannah, GA 31419 Chatham County
 (912) 920-5022 sylathia_sanders@hotmail.com

Mailing Address
 Same

Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836
 Fax: (706) 314-7859
 kimberly.stoy@dec.al.ga.gov

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>			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.
12/17/2018	Complaint Investigation & Monitoring Visit	Support	
12/17/2018	Complaint Closure	Good Standing	
09/21/2018	Monitoring Visit	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	1-1st Left	Three Year Olds and Four Year Olds	2	14	C	11	NC	NA	NA	Transitioning, Nap
Main	2-2nd Left		0	0	C	7	C	NA	NA	
Main	3-1st Right	Two Year Olds	1	2	C	6	C	NA	NA	Nap
Main	4-2nd Right	One Year Olds and Two Year Olds	2	6	C	6	C	NA	NA	Transitioning, Nap
Total Capacity @35 sq. ft.: 30			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 22			Total Capacity @35 sq. ft.: 30							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	4	C
Main	B	8	C

Comments

The purpose of this visit was for a complaint investigation and a monitoring visit.

Two one day letters were left on this date.

Plan of Improvement: To Be Submitted 01/03/2019

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.

- 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

Sylathia Sanders, Program Official

Date

Kimberly Stoy, Consultant

Date



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Findings Report

Date: 12/17/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 11:00 AM **Departure:** 1:30 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.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities.

Facility

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

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant's observation that there were fourteen children in room 1 which is only licensed for eleven children.

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Correction Deadline: 12/17/2018

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on consultant's observation that the flooring throughout the facility is not tight.

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Correction Deadline: 1/16/2019**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the climbing equipment on the left side next to the gate is cracked exposing sharp plastic that is hazardous to the children.

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Correction Deadline: 12/27/2018**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Correction Deadline: 9/21/2018****Corrected on 12/17/2018**

.10(2) - Consultant observed the water in room 2 to be working on this date.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Safety

Comment

Staff were observed to maintain a positive learning environment on this date.

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

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on Director's statement and a review of records that the current vehicle being used did not have an annual inspection before being used.

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Correction Deadline: 1/4/2019

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Correction Deadline: 12/17/2018

Corrected on 12/17/2018

.36(4)(f)2. - Previous citation was correct on this date. Facility was using a vehicle with a larger seating capacity.

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that two of eleven children did not have a transportation agreement on file.

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Correction Deadline: 12/21/2018

Recited on 12/17/2018

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 a review of records that one of eleven children did not have a vehicle emergency form on file and one child had an incomplete vehicle emergency form.

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Correction Deadline: 12/21/2018

Recited on 12/17/2018

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that there is no documentation for loading or unloading on December 13, 14, and 17, 2018.

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Correction Deadline: 12/18/2018

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records that for the week of December 3-7, 2018 a first vehicle check was not conducted for either the morning or afternoon for Georgetown Elementary School. It was further determined that on December 11, 2018 there was not a first vehicle check in the afternoon for Georgetown Elementary School or Southwest elementary school. On December 12, 2018 there was not a fist vehicle check in the morning or afternoon for Georgetown Elementary School or Southwest Elementary School.

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Correction Deadline: 12/18/2018

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row. It was determined based on observation that the mats in rooms 1 and 4 were not spaced at a minimum of twelve inches apart.

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Correction Deadline: 12/17/2018

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 10/15/2018

"Missing/Incomplete Components"

.24(1)-No Record,.09-Criminal Records Check Missing

Staff # 2

Met

Date of Hire: 04/10/2018

Staff # 3

Met

Date of Hire: 11/05/2018

Staff # 4

Met

Date of Hire: 04/23/2018

Staff # 5

Met

Date of Hire: 12/18/2017

Records Reviewed: 11

Records with Missing/Incomplete Components: 2

Staff # 6 Met

Date of Hire: 03/06/2017

Staff # 7 Not Met

Date of Hire: 11/22/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 8 Met

Date of Hire: 01/25/2016

Staff # 9 Met

Date of Hire: 04/18/2018

Staff # 10 Met

Date of Hire: 12/02/2013

Staff # 11 Met

Date of Hire: 05/10/2016

Staff Credentials Reviewed: 11

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that two staff members did not have valid evidence of a satisfactory criminal records check on file.

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Correction Deadline: 12/17/2018

591-1-1-.09 Criminal Records Check(CR) Met

Correction Deadline: 9/21/2018

Corrected on 12/17/2018

.09(1)(c) - previous citation was correct on this date.

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

Correction Deadline: 10/21/2018

Corrected on 12/17/2018
.14(2) - Previous citation was correct on this date.

591-1-1-.33 Staff Training

Defer

Correction Deadline: 10/21/2018

Corrected on 12/17/2018
.33(3) - Previous citation was correct on this date.

Defer

591-1-1-.33(6)-Staff is currently working on 2018 training.

Correction Deadline: 12/31/2018

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.

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.

The following information is associated with a Complaint Investigation Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 7/24/2018

Corrected on 12/17/2018
.03(9) - Previous citation was correct on this date.