



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: 9/21/2018 **VisitType:** Monitoring Visit **Arrival:** 12:15 PM **Departure:** 2:45 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

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 kimberly.stoy@dec.al.ga.gov

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.
09/21/2018	Monitoring Visit	Good Standing	
08/30/2018	Incident Investigation Closure	Good Standing	
07/23/2018	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
Main	1-1st Left	Three Year Olds	1	11	C	11	C	NA	NA	Nap
Main	2-2nd Left	One Year Olds and Two Year Olds	1	5	C	7	C	NA	NA	Nap
Main	3-1st Right		0	0	C	6	C	NA	NA	
Main	4-2nd Right	One Year Olds and Two Year Olds	1	5	C	6	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 30			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 21			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

This was the first visit of the fiscal year.

A one day letter was left on this date.

Plan of Improvement: Developed This Date 09/21/2018

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

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@decal.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://decal.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)



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.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

Sylathia Sanders, Program Official

Date

Kimberly Stoy, Consultant

Date



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Findings Report

Date: 9/21/2018 **VisitType:** Monitoring Visit

Arrival: 12:15 PM

Departure: 2:45 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Discussed with Director about monitoring bins for cracks.

Correction Deadline: 9/21/2018

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

Correction Deadline: 7/23/2018

Corrected on 9/21/2018

.19(1) - Previous citation was correct on this date. License capacity was observed to be met.

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

Technical Assistance

Technical Assistance

591-1-1-.25(11) - Discussed with the Director about ensuring the flooring is tight. Director is in the process of repairing flooring.

Correction Deadline: 10/21/2018

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)**Not Met****Finding**

591-1-1-.10(2) requires Centers first licensed after March 1, 1991, and Centers that renovate existing plumbing facilities, to have a hand washing sink with running heated water located adjacent to the diapering area. Flush sinks shall not be used for hand washing. Cleansing procedures in other facilities shall be approved by the Department. It was determined based on observation that the hand washing sink adjacent to the changing table in the 2nd left room is broken and therefore does not have hot water accessible.

POI (Plan of Improvement)

The Center will ensure that a hand washing sink is located adjacent to each diapering area, that flush sinks are not used for handwashing, and that the department has approved cleansing procedures in other facilities, if applicable.

Correction Deadline: 9/21/2018

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

Staff stated proper handwashing procedures.

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**

Please be mindful of voice tone in redirecting children.

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

591-1-1-.36(4)(c) - Discussed with Director about keeping the fire extinguisher on the van.

Correction Deadline: 9/21/2018**Finding**

591-1-1-.36(4)(f)2. requires that no vehicle shall exceed the manufacturer's rated seating capacity and that proof of the seating capacity is maintained on file. It was determined based on a review of record that the facility was picking up seven children from Georgetown Elementary when the seating capacity of the van is only five. It was also determined that seven children were picked up from Southwest Elementary school when the seating capacity of the van used is five.

POI (Plan of Improvement)

The manufacturer's rated seating capacity will not be exceeded and a copy of the manufacturer's seating capacity will be maintained on file at all times.

Correction Deadline: 9/22/2018**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 four of fourteen children did not have a transportation agreement on file.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 9/22/2018

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 fourteen children did not have a vehicle emergency form on file.

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: 9/22/2018

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30(1)(b)3 - Discussed with Director about ensuring all children had sheets at nap time.

Correction Deadline: 9/21/2018

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 7

Staff # 1

Not Met

Date of Hire: 04/10/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Not Met

Date of Hire: 04/23/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 3

Met

Date of Hire: 12/18/2017

Staff # 4

Not Met

Date of Hire: 03/06/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 5

Met

Date of Hire: 01/09/2018

Staff # 6

Not Met

Date of Hire: 01/25/2016

Records Reviewed: 9**Records with Missing/Incomplete Components: 7**

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 7

Not Met

Date of Hire: 04/18/2018

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 12/02/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 05/10/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 9

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

Not Met

Finding

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. It was determined based on a review of records that one staff member hired on April 10, 2018 did not have evidence of a satisfactory criminal record check.

POI (Plan of Improvement)

The Center will ensure that valid evidence of satisfactory CRC's are maintained and are immediately available to the Department for the duration of the Employees employment plus one year.

Correction Deadline: 9/21/2018

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 that one staff member did not complete CPR and first aid training within the first 90 days of employment.

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: 10/21/2018

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that two staff members did not complete the health and safety training within the first 90 days of employment.

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.

Correction Deadline: 10/21/2018

Correction Deadline: 8/24/2018

Corrected on 9/21/2018

.33(4) - Previous citation was correct on this date.

Defer

591-1-1-.33(6)-Staff is currently working on completing the annual training for 2018.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed. Observed documentation that the staff has started to complete training for the year 2018.

Correction Deadline: 12/31/2018

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

Adequate supervision observed on this date.