



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: 7/28/2023 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:30 AM **Departure:** 2:30 PM

CCLC-56422

Happy Haven Childcare

641 Rockbridge Rd SW Lilburn, GA 30047 Gwinnett County
 CCLC-56422 ahudson@happyhavendaycare.com

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

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leena.mitchell@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
07/28/2023	Complaint Investigation & Licensing Study	Good Standing
05/19/2023	Monitoring Visit	Good Standing
12/02/2022	Licensing Study	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	1AL-Infants	Infants	2	7	C	14	C	NA	NA	Floor Play
Main	2BL(1 and 2)-One Year Old	One Year Olds and Two Year Olds	4	29	C	31	C	NA	NA	Outside
Main	3CL-Two Year Old	Two Year Olds and Three Year Olds	3	20	C	26	C	NA	NA	Outside
Main	4DL-Three Year Olds		0	0	C	23	C	NA	NA	Not In Use
Main	5EL-Four Year Old	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	10	C	19	C	NA	NA	Outside
Main	6FL-Preschool	Three Year Olds	2	16	C	20	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 133						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 82			Total Capacity @35 sq. ft.: 133			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left Back Playground	21	C
Main	Playground Right Side	84	C

Comments

The purpose of this visit was to conduct a licensing study.

Plan of Improvement: Developed This Date 07/28/2023

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.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), 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.

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 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@dec.ga.gov for more information. Free technical assistance is available!

Andrea Hudson, Program Official

Date

Leena Mitchell, Regional 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-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Consultant discussed to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development.

Correction Deadline: 7/28/2023

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

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

591-1-1-.08 - Please ensure that parents provide and/or update the following information as needed: release to persons' name, phone number, full address and relationship to the child and special needs if applicable.

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Bathrooms observed to be clean and well maintained. Please replace light bulb in classroom 4DL.

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) **Technical Assistance**

Technical Assistance

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children.

Comment

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR) **Met**

Comment

Playground observed to be clean and in good repair.

Food Service

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

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

Comment

The consultant discussed the revision as of October 1, 2020, which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

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

Proper diapering procedures observed.

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.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

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

Center does not participate in field trips at this time.

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

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

Comment

The director provided six files for staff members hired since the previous visit conducted on May 19, 2023. The consultant observed six of six newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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

Comment

Criminal records checks were observed to be complete.

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

Complete first aid kits observed in center.

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

Correction Deadline: 6/18/2023

Corrected on 7/28/2023

.14(1) - The consultant observed the previous citation to be corrected in that the consultant observed newly hired staff to have evidence of CPR and first aid on this date.

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

Correction Deadline: 6/18/2023

Corrected on 7/28/2023

.33(3) - The consultant observed the previous citation to be corrected in that the consultant observed newly hired staff to have evidence of health and safety training on this date.

Finding

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 review of records that staff member #6, date of hire January 21, 2020, did not complete the required 10 hours of annual training for the year of 2022.

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.

Correction Deadline: 8/27/2023

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.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

Center observed to maintain appropriate staff:child ratios.

Comment

Discussed combining children of mixed ages.

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

Please ensure that staff members are attentive and participating with all children during mealtimes and shall be seated within an arms length away from children 36-months of age and younger.
