



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: 9/30/2021 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 11:30 AM

CCLC-24644

Happy 2 Tots

103 Horizon Park Drive Savannah, GA 31405 Chatham County
 (912) 663-0985 trish310@bellsouth.net

Regional Consultant

Chrissy Miller

Phone: (770) 408-5457

Fax: (770) 408-5461

chrissy.miller@decal.ga.gov

Mailing Address

Same

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.
09/30/2021	Licensing Study	Good Standing	
04/01/2021	Complaint Investigation & Monitoring Visit	Good Standing	
04/01/2021	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
I	Room A		0	0	C	10	C	NA	NA	
I	Room B	Infants	1	2	C	12	C	NA	NA	Floor Play
I	Room C	Three Year Olds	1	7	C	14	C	NA	NA	Centers
I	Room D		0	0	C	12	C	NA	NA	
I	Room E		0	0	C	12	C	NA	NA	
I	Room F	Two Year Olds	1	8	C	14	C	NA	NA	Outside
I	Room G	One Year Olds	1	6	C	10	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0							
II	3's		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 21			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 23			Total Capacity @35 sq. ft.: 105			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
I	Playground	33	C

Comments

An Administrative Review was conducted on September 29, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 30, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 09/30/2021

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/Regulations.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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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)

Natasha Duncan, Program Official

Date

Chrissy Miller, Consultant

Date



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

Findings Report

Date: 9/30/2021 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 11:30 AM

CCLC-24644

Happy 2 Tots

103 Horizon Park Drive Savannah, GA 31405 Chatham County
(912) 663-0985 trish310@bellsouth.net

Mailing Address
Same

Regional Consultant

Chrissy Miller

Phone: (770) 408-5457
Fax: (770) 408-5461
chrissy.miller@dec.al.ga.gov

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 during the virtual inspection.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 5

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing,.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing,.08(1)-Allergies and Disabilities

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing,.08(3)-Address of Release Person Missing,.08(1)-Allergies and Disabilities

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the consultant's review of records that three out of five records were missing parent's work address and/or work phone number, four out of five records did not have the complete addresses of the person(s) to whom the child may be released, and four out of five records were missing a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 11/5/2021**Recited on 9/30/2021****Technical Assistance**

591-1-1-.08(6) - Please ensure that the children are signed in and out of the center upon arrival to the center and departure from the center by the parent and/or authorized pick-up person.

Correction Deadline: 9/30/2021**Facility****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)**Met****Comment**

The center appeared clean and well maintained during the virtual inspection. Please be mindful to keep items that pose a hazard inaccessible to children.

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

A virtual visit was completed due to COVID-19. The grass and the mulch on the playground appeared to be well maintained. Please fluff and redistribute as needed. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(2) - Please ensure that the infant feeding plans are updated regularly as new foods are added or other dietary changes are made. The feeding plan must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. Please obtain any information that needs to be updated or included.

Correction Deadline: 9/30/2021

Technical Assistance

591-1-1-.15(7) - Please ensure that 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.

Correction Deadline: 9/30/2021

591-1-1-.18 Kitchen Operations

Technical Assistance

Technical Assistance

591-1-1-.18(8) - Discussed that food should be stored above the floor on clean surfaces protected from splash and other contamination.

Correction Deadline: 9/30/2021

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

The staff stated proper knowledge of hand washing procedures during the virtual inspection. The consultant also observed hand washing supplies at the sinks.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Technical Assistance

Technical Assistance

591-1-1-.21(3) - Please be sure to inspect and document the inspection of the smoke detector monthly and the written emergency plans every six months.

Correction Deadline: 10/5/2021

591-1-1-.29 Required Reporting

Met

Comment

Thank you for reporting as required.

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. Regulations regarding proper discipline were discussed with the Director on this date.

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

Please include the center's information on each transportation document where indicated.

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 the consultant's review of records that six out of sixteen (16) children, whom were transported during the week of August 2, 2021 to August 6, 2021, did not have evidence of written Parental authorization as required.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 10/29/2021

Technical Assistance

591-1-1-.36(7)(b) - Please ensure that the emergency medical information record for each child is maintained in the vehicle for during transportation. 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. The consultant observed three out of sixteen (16) missing emergency medical record for the children that were transported during the week of August 2, 2021 to August 6, 2021.

Correction Deadline: 10/1/2021

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Cleaning and disinfecting of sleeping and resting equipment was discussed with the Director on this date.

Correction Deadline: 4/1/2021

Corrected on 9/30/2021

.30(2)(c) - The consultant observed this rule to be corrected. The staff stated appropriate safe sleep procedures for infants. The consultant did not observe any safe sleep violations during the virtual inspection.

Staff Records**Records Reviewed: 11****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/05/2019

Staff # 2

Met

Records Reviewed: 11**Records with Missing/Incomplete Components: 0**

Date of Hire: 03/22/2021

Staff # 3 Met

Date of Hire: 04/16/2000

Staff # 4 Met

Staff # 5 Met

Date of Hire: 01/18/2016

Staff # 6 Met

Date of Hire: 03/02/2018

Staff # 7 Met

Date of Hire: 02/16/2018

Staff # 8 Met

Date of Hire: 07/19/2021

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

Staff # 9 Met

Date of Hire: 02/17/2020

Staff # 10 Met

Date of Hire: 03/03/2018

Staff # 11 Met

Date of Hire: 11/11/2017

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Correction Deadline: 4/1/2021****Corrected on 9/30/2021****.09(1)(j) - The consultant observed this rule to be corrected. The current staff had valid and current satisfactory Comprehensive Records Check Determinations on file as required.****591-1-1-.14 First Aid & CPR Met****Comment**

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

591-1-1-.33 Staff Training Defer**Comment**

Please ensure completed orientation checklists are documented and signed.

Defer

591-1-1-.33(5)- The Director and applicable staff must complete at least ten (10) annual training hours by December 2021 to be in compliance with this rule. This rule will be evaluated at the first visit in 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: 12/31/2021

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations. Please be mindful of the staff due dates to obtain their credential and/or degree.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios during the virtual inspection.

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

Met

Comment

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