



**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:** 4/12/2022 **VisitType:** Monitoring Visit **Arrival:** 1:00 PM **Departure:** 2:00 PM

**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

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**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.
04/12/2022	Monitoring Visit	Good Standing	
09/30/2021	Licensing Study	Good Standing	
04/01/2021	Complaint Investigation & 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
I	Room A		0	0	C	10	C	NA	NA	
I	Room B	Infants and One Year Olds	2	11	C	12	C	NA	NA	Nap
I	Room C	Four Year Olds	1	11	C	14	C	NA	NA	Art,Lunch,Transit ioning
I	Room D		0	0	C	12	C	NA	NA	
I	Room E	Three Year Olds	1	10	C	12	C	NA	NA	Nap
I	Room F	Two Year Olds	1	6	C	14	C	NA	NA	Nap
I	Room G	One Year Olds	2	9	C	10	C	NA	NA	Nap
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: 47			Total Capacity @35 sq. ft.: 105			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
I	Playground	33	C

### Comments

This is the second regulatory visit of the fiscal year.

The center currently has a one-star rating from quality rated.

Per the Director, the center does not currently dispense medication, participate in field trips, or swimming activities.

Plan of Improvement: Developed This Date 04/12/2022

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



### 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.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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](http://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)

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Natasha Duncan, Program Official

Date

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Chrissy Miller, Consultant

Date



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### Findings Report

**Date:** 4/12/2022 **VisitType:** Monitoring Visit

**Arrival:** 1:00 PM

**Departure:** 2:00 PM

**CCLC-24644**

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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.

### Children's Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 4**

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing	
Child # 5	Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

**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 two out of five records were missing parent's work address and four out of five records were missing the addresses of the person(s) to whom the Child may be released.

**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: 5/20/2022****Recited on 4/12/2022****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**

Center appeared clean and well maintained.

**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

591-1-1-.26(4) - Discussed trimming the vines away from the fence on the right side of the playground to prevent the vines from becoming a hazard to the children in care.

**Correction Deadline: 4/12/2022****Technical Assistance**

591-1-1-.26(8) - Discussed securing the outdoor green carpet, on the right side of the playground, to the ground surface to prevent the carpet from becoming a tripping hazard to the children in care.

**Correction Deadline: 4/22/2022****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**

Proper hand washing observed throughout the center.

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

**N/A**

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Not Met**

**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 one out of seventeen (17) children, who were transported during the week of April 4, 2022 and during the week of April 11 2022, 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: 5/6/2022**

**Recited on 4/12/2022**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Staff Records**

**Records Reviewed: 12**

**Records with Missing/Incomplete Components: 4**

Staff # 1	Met
Staff # 2	Met
Date of Hire: 08/05/2019	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 03/22/2021	
Staff # 5	Not Met

**Records Reviewed: 12****Records with Missing/Incomplete Components: 4**

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Date of Hire: 04/16/2000

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6

Met

Staff # 7

Not Met

Date of Hire: 01/18/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Met

Staff # 9

Not Met

Date of Hire: 02/17/2020

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10

Not Met

Date of Hire: 03/03/2018

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 11

Met

Staff # 12

Met

Date of Hire: 11/11/2017

**Staff Credentials Reviewed: 3**

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

Criminal record checks were observed to be complete.

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

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## Finding

591-1-1-.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 the Consultant's review of records that staff member #5, staff member #7, staff member # 9, and staff member #10 did not complete at least ten (10) annual training hours for January 2021 to December 2021 as required.

### 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: 12/31/2022**

**Recited on 4/12/2022**

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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#### Comment

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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#### Comment

Staff observed to be attentive to the children's needs.