



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: 3/8/2017 **VisitType:** Licensing Study **Arrival:** 2:45 PM **Departure:** 4:15 PM

CCLC-36327

YMCA at Saddle Ridge Elementary and Middle School
 9858 North Highway 27 Rock Spring, GA 30739 Walker County
 (706) 935-2226 jdonahoo@ymcachattanooga.org

Regional Consultant

Twylah Tyner
 Phone: ()
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 twylah.tyner@decals.ga.gov

Mailing Address
 1735 Battlefield Pkwy
 Fort Oglethorpe, GA 30742

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.
03/08/2017	Licensing Study	Good Standing	
09/08/2016	Monitoring Visit	Good Standing	
03/22/2016	Monitoring Visit	Good Standing	

Ratios/License Capacity

<u>Building</u>	<u>Room</u>	<u>Age Group</u>	<u>Staff</u>	<u>Children</u>	<u>NC/C</u>	<u>Max 35 SF.</u>	<u>35 SF. Comp.</u>	<u>Max 25 SF.</u>	<u>25 SF. Comp.</u>	<u>Notes</u>
Main	Cafeteria	Six Year Olds and Over	2	11	C	136	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0			Building capacity limited by Centers Request				
Total # Children this Date: 11			Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0				


<u>Building</u>	<u>Playground</u>	<u>Playground Occupancy</u>	<u>Playground Compliance</u>
Main	Playground	178	C

Comments

The purpose of this visit was to conduct a licensing study and follow-up to the previous visit on September 8, 2016.

Plan of Improvement: Developed This Date 03/08/2017

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).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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)

Lynn Cabe, Program Official

Date

Twylah Tyner, Consultant

Date



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Findings Report

Date: 3/8/2017 **VisitType:** Licensing Study **Arrival:** 2:45 PM **Departure:** 4:15 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Observed-Records Complete/Well Organized

591-1-1-.23 Parental Authorization

Technical Assistance

Technical Assistance

Ensure child released to person has complete address listed on applications.

Facility

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

Met

Comment

Observation-No Hazards Accessible

591-1-1-.25 Physical Plant-Structural/Mechanical**Not Met****Finding**

591-1-1-.25(19) prohibits the use of unapproved areas for children's activity. It was determined based on consultant's observation the center was using an unapproved space, Room 101, for activities greater than 30 minutes. Consultant also discussed with provider the use of special activity rooms to be used for 30 minutes or less.

POI (Plan of Improvement)

The center will discontinue use of this area or submit an amendment.

Correction Deadline: 3/22/2017**Recited on 3/8/2017**

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

Discussed-Fluff/Redistribute Surface

Health and Hygiene

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

The center does not provide care for diapered children. Program is for school-age children only.

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

Observed-Staff Remind Children Wash Hand

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

Center does not administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on request to review the center's fire and tornado drills the center did not have documentation of fire drills and emergency drills being conducted in 2016.

It was further determined the center did not have documentation of fire and emergency drills conducted for the last two years.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 3/22/2017**Recited on 3/8/2017**

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

Reminder-Signs Posted/Up to Date

Safety

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

Comment
Observed-Discussion/Redirection

591-1-1-.13 Field Trips(CR) **Met**

Comment
No Field Trips at This Time

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

Comment
No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment
The center offers after school services to school-aged children only.

Staff Records

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

Comment
Criminal Records Check complete

591-1-1-.14 First Aid & CPR **Not Met**

Finding
591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on a review of staff files that the center director had not completed a biennial training program in cardiopulmonary resuscitation (CPR). In addition, the center did not have fifty percent of care giver staff trained in cardiopulmonary resuscitation and first aid.

POI (Plan of Improvement)
The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

Correction Deadline: 4/7/2017

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

Finding
591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on review of staff files by consultant that one of one staff member did not have documentation of required ten clock hours of annual training..

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 4/7/2017

Recited on 3/8/2017

Finding

591-1-1-.33(6) requires that evidence of orientation and training be documented in the Personnel file of each Staff member and be available to the Department for inspection. It was determined based on review of staff files by consultant that two of two staff did not have evidence of orientation documented in their personnel files.

POI (Plan of Improvement)

The Center will develop and implement procedures to review staff records for documentation of training and orientation, to obtain and place missing documentation in staff records, and to file such documents in staff records on an ongoing basis.

Correction Deadline: 3/18/2017

Recited on 3/8/2017

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Adequate Supervision