



**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: 3/1/2018 **VisitType:** Licensing Study **Arrival:** 4:20 PM **Departure:** 6:00 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: (478) 314-5868

Fax: (478) 599-9822

twylah.tyner@decals.ga.gov

Mailing Address

1735 Battlefield Pkwy
Fort Oglethorpe, GA 30742

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.
03/01/2018	Licensing Study	Good Standing	
09/19/2017	Monitoring Visit	Good Standing	
03/08/2017	Licensing Study	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	Cafeteria		0	0	C	136	C	NA	NA	Not In Use	
Main	Room 101	Six Year Olds and Over	2	12	C	22	C	NA	NA	Centers	
Total Capacity @35 sq. ft.:			158		Total Capacity @25 sq. ft.:		0				
Total # Children this Date: 12			Total Capacity @35 sq. ft.:		158		Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
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 19, 2017.

Plan of Improvement: Developed This Date 03/01/2018

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).

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.

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@decals.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://decals.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.ga.gov

Lynn Cabe, Program Official

Date

Twylah Tyner, Consultant

Date



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Findings Report

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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.

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

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

Center appears clean and well maintained.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

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

Met

Comment

After school program. No diapered children enrolled.

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

Comment

Staff stated proper handwashing knowledge.

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

Comment

Program does not administer medication.

Policies and Procedures

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

Comment

Please make sure that all required signs are posted and up to date.

Safety

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

Comment

Staff were observed to maintain a positive learning environment on this date.

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

After school program serving school-aged children only. No rest period required.

Staff Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 0

Staff # 1 Met
Date of Hire: 11/07/2017

Staff # 2 Met
Date of Hire: 08/19/2017

Staff Credentials Reviewed: 2

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**

Correction Deadline: 10/3/2017

Corrected on 3/1/2018

Previous citation observed to be corrected on this date. Director and staff member have completed 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.

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 review of staff files that two staff member did not have documentation of completed health and safety training completed within 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: 3/15/2018

Recited on 3/1/2018

Correction Deadline: 4/7/2017

Corrected on 3/1/2018

Previous citation observed to be corrected on this date. New staff at center not required to have annual training.

Finding

Previously Cited: 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.

591-1-1-.33(7) 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 that one of two staff did not have evidence of orientation documented in their personnel files.

POI (Plan of Improvement)

Previously Cited: 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.

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Correction Deadline: 3/15/2018

Recited on 3/1/2018

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

Technical Assistance

Technical Assistance

Ensure documentation of educational credentials available.

Comment

Staff observed to be complying with all applicable laws on this date.

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.