



**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:** 5/8/2023    **VisitType:** Monitoring Visit    **Arrival:** 3:00 PM    **Departure:** 5:20 PM

**CCLC-30691**

**YBASE at West Chatham Elementary**

820 Pine Barren Road Pooler, GA 31322 Chatham County  
(912) 663-7421 joquana.kelson@ymcaofcoastalga.org

**Exemption Unit Coordinator**

Sarah Benton

Phone: (770) 357-5103

Fax: (770) 357-5105

sarah.benton@dec.al.gov

**Mailing Address**

6400 Habersham St. Suite A  
Savannah, GA 31405

**Quality Rated:** No

<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.
05/08/2023	Monitoring Visit	Good Standing	
12/15/2022	LS POI Follow Up	Good Standing	
10/24/2022	Incident Investigation 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
Main	Cafe	Four Year Olds and Five Year Olds and Six Year Olds and Over	6	52	C	0	NC	NA	NA	Supper
Main	Computer lab		0	0	C	28	C	NA	NA	
Total Capacity @35 sq. ft.:			28		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 52			Total Capacity @35 sq. ft.: 28		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	91	C

**Comments**

This was the second visit of the fiscal year. The program does not participate in field trips, transportation, medication or diapering.

Plan of Improvement: No Plan Developed

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

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

ELEANOR MOURILLON, Program Official

Date

Sarah Benton, Consultant

Date



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**(Findings Report)**

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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**

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

**Met**

**Correction Deadline: 12/23/2022**

**Corrected on 5/8/2023**

**.08(1) - Observed correction of missing items.**

**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**

No hazards observed accessible to children on this date.

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

591-1-1-.26(9) - Discussed potential hazards such as ant beds. Program has not used the outdoor play area this week. When in use, ensure the gates are closed. Coordinator suggested using cones to mark off the play area behind the building. Discussed creating a system to ensure that children have ample outdoor play time.

**Correction Deadline: 5/8/2023**

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**Health and Hygiene**

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

No children enrolled who require diapering. School age children attend only for after school hours.

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

Staff were observed to remind children to wash hands before snack.

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Met****Correction Deadline: 12/31/2022****Corrected on 5/8/2023**

.21(3) - Observed evidence of emergency drills as required.

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****N/A****Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

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**Staff Records**

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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 for six of six staff assigned to this location.

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**591-1-1-.24 Personnel Records** **Met**

**Correction Deadline: 12/20/2022**

**Corrected on 5/8/2023**

**.24(1) - Observed a staff file for six of six staff at this location.**

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**591-1-1-.33 Staff Training** **Met**

**Correction Deadline: 12/15/2022**

**Corrected on 5/8/2023**

**.33(1) - Observed initial orientation for staff.**

**Correction Deadline: 1/20/2023**

**Corrected on 5/8/2023**

**.33(3) - Observed evidence of Health and Safety training as required.**

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

**Defer**

591-1-1-.31(1)(b)2.-This rule violation was deferred until the next visit. The site director had recently submitted their credentials to the PDS to be verified. It was still pending and could not be determined.

**POI (Plan of Improvement)**

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

**Correction Deadline: 12/15/2022**

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.