



**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:** 1/26/2017    **VisitType:** Monitoring Visit    **Arrival:** 3:00 PM    **Departure:** 4:30 PM

**CCLC-28974**

**YMCA PrimeTime at Pine Grove Elementary**

4175 River Rd. Valdosta, GA 31605 Lowndes County  
 (229) 244-4646 rgaytan@valdostaymca.com

**Regional Consultant**

Rena Keene  
 Phone: (912) 544-9930  
 Fax: (912) 544-9926  
 rena.keene@dec.al.gov

**Mailing Address**  
 Same

<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.
01/26/2017	Monitoring Visit	Good Standing	
09/14/2016	Licensing Study	Good Standing	
03/16/2016	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
Main	cafeteria	Four Year Olds and Six Year Olds and Over	5	57	C	78	C	NA	NA	Homework,Centers,Circle Time,Outside
					Total Capacity @35 sq. ft.: 78	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 78			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	1 playground	78	C

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and follow up on any previously cited rule violation. Two of the seven current employees, plus an additional staff who was no longer employed at the site, had been hired since last visit and their records were observed to contain complete criminal background checks through fingerprinting as required.

During the visit, consultant was not able to access KOALA to complete the visit forms while on site. The information was entered and sent to program director on January 27, 2017.

Plan of Improvement: Developed This Date 01/27/2017

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).



**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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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O.C.G.A. Section 42.1.12(j)(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.ga.gov](mailto:CCSRefutations@dec.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://dec.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)

Gerrlyn Herring, Program Official

Date

Rena Keene, 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-.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**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

#### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Observation-Clean and Well Maintained

**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed Capacity Routinely Met

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

**Met**

**Comment**

Observation-Center Clean/Well Maintained

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

Observation-Clean/Good Repair. Observed the grassy area that is used for any outdoor activities. Prime Time children cannot use the school playground equipment at the current time.

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Menu Meets USDA Guidelines - Snack observed to be served during visit was orange juice and granola bars.

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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. All children are school age.

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

Observed-Proper Hand Washing Throughout

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

Discussed-Documentation/Procedures - Site director stated that no medications are administered to children in care.

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**Safety**

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**591-1-1-.05 Animals****Met****Comment**

No Animals Kept

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

Observed-Positive Learning Environment

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

No Field Trips at This Time

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

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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

N/A - After school program only. No nap time.

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**Staff Records**

Staff # 1 Not Met  
 Date of Hire: 10/02/2012  
"Missing/Incomplete Components"  
 .33(5)-10 Hrs. Annual Training

Staff # 2 Not Met  
 Date of Hire: 10/02/2012  
"Missing/Incomplete Components"  
 .33(5)-10 Hrs. Annual Training

Staff # 6 Not Met  
 Date of Hire: 10/10/2013  
"Missing/Incomplete Components"  
 .33(5)-10 Hrs. Annual Training

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

**Comment**

Criminal Records Check complete

**Comment**

Two employees currently on staff were hired since last visit. Criminal background checks through fingerprinting were obtained as required. One additional staff had been hired whose record was checked who now works for the YMCA central office. That criminal background check was also completed as required.

**591-1-1-.14 First Aid & CPR Met**

**Comment**

Observed-50% Certified First Aid & CPR

**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 a review of staff records and staff statements that staff had not received the required ten hours of ongoing training during the 2016 calendar year (or for the 2015-2016 school year). Three of the seven current employees were subject to this requirement and none of the three long-term employees had received the required training. Note: One of the employees had received seven hours of training in the school system, but the trainings were not Bright from the Start approved and could not be accepted for licensing purposes.

**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: 2/26/2017**

**Staffing and Supervision**

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

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Direct Supervision/Attentive Staff