



**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:** Monitoring Visit      **Arrival:** 2:30 PM      **Departure:** 4:00 PM

**CCLC-3264**

**Prime Time - Lake Windward**

11770 E. Fox Court Alpharetta, GA 30022 Fulton County  
 (404) 384-4933 sarahf@ymcaatlanta.org

**Regional Consultant**

LaQuita Clark  
 Phone: (706) 497-1536  
 Fax: (706) 688-0418  
 jennifer.taylor@decals.ga.gov

**Mailing Address**

3655 PRESTON RIDGE ROAD  
 ALPHARETTA, GA 30005

<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.
03/08/2017	Monitoring Visit	Good Standing	
11/01/2016	Licensing Study	Good Standing	
05/04/2016	Monitoring Visit	Good Standing	

**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.

**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	Art 407		0	0	C	34	C	NA	NA	Not In Use	
Main	Cafeteria		0	0	C	85	C	NA	NA	Not In Use	
Main	Computer 408		0	0	C	27	C	NA	NA	Not In Use	
Main	Gym	Five Year Olds and Six Year Olds and Over	5	69	C	137	C	NA	NA	Transitioning	
Total Capacity @35 sq. ft.:					283	Total Capacity @25 sq. ft.:					0
Total # Children this Date: 69			Total Capacity @35 sq. ft.:			283	Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Paved Area	36	C
Main	Playground-Grassy Area	235	C

**Comments**

The purpose of this visit was to conduct a monitoring visit.

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).



**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)

\_\_\_\_\_  
Donna Lynn Bachman, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
LaQuita Clark, 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

### Facility

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

**Met**

**Comment**

Observation-Clean/Good Repair

### Health and Hygiene

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

**Met**

**Comment**

The program is an afterschool program and does not have diapered children enrolled.

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

**Not Met**

**Finding**

591-1-1-17(7)(a-d) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids; after contamination by any other means. It was determined, based on the consultant's observation, that children were observed to not wash their hands as required prior to eating snack.

**POI (Plan of Improvement)**

To ensure proper handwashing by children, the center will develop procedure to ensure that all children's hands are washed with liquid soap and warm running water as required.

**Correction Deadline: 3/8/2017**

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

**Not Met**

**Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined, based on the consultant's review of medication, that a medication was present and did not have a prescription.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

**Correction Deadline: 3/9/2017**

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**Safety**

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

**Met**

**Comment**

Observed-Discussion/Redirection

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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**

The program is an afterschool program and does not provide a rest period.

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**Staff Records**

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

**Met**

**Comment**

Criminal Records Checks complete.

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**Staffing and Supervision**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

**Comment**

Observed-Adequate Supervision