



**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:** 11/9/2017 **VisitType:** Licensing Study

**Arrival:** 2:30 PM

**Departure:** 4:00 PM

**CCLC-17667**

**Sardis YMCA KIDS TIME**

2805 Sardis Road Gainesville, GA 30506 Hall County  
(770) 297-9622 amy.kienle@gamountainsymca.org

**Mailing Address**

2455 Howard Rd.  
Gainesville, GA 30501

**Regional Consultant**

Candace Gilbert

Phone: (866) 371-4935

Fax: (866) 371-7713

candace.gilbert@decal.ga.gov

**Quality Rated:** ★ ★

<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.
11/09/2017	Licensing Study	Good Standing	
02/15/2017	Complaint Closure	Good Standing	
02/15/2017	Incident Investigation/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	Six Year Olds and Over	5	45	C	98	C	NA	NA	Transitioning,Snack
Main	Gym		0	0	C	160	C	NA	NA	
Total Capacity @35 sq. ft.: 75			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				
Total # Children this Date: 45			Total Capacity @35 sq. ft.: 75			Total Capacity @25 sq. ft.: 0				Building @25 capacity limited by Centers Request

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	301	C

**Comments**

The purpose of this visit was complete a monitoring visit to follow up to the previous visit conducted.

Plan of Improvement: Developed This Date 11/09/2017

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.

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.

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#### 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.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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.

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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.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Noah Jameson, Program Official

Date

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Candace Gilbert, 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**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 1**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(2)-Immunization

Child # 2

Met

Child # 3

Met

Child # 4

Met

Child # 5

Met

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08(2) - Please ensure that all enrolled children have current immunization records on file at the center.

Correction Deadline: 11/19/2017

## Facility

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

**Comment**

Licensed Capacity Routinely Met

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

**Comment**

Reminder-Keep Hazards Inaccessible

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

**Comment**

Provider stated that the equipment on the playground is not used. Consultant observed route to playground to be safe.

## Food Service

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

**Comment**

Menu Meets USDA Guidelines

## Health and Hygiene

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

**Comment**

No children enrolled that require diapering.

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

**Comment**

Observed-Staff Remind Children Wash Hand

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

**Comment**

No medications administered at the center.

## Policies and Procedures

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

**Comment**

Observed-All Notices Posted

**591-1-1-.29 Required Reporting** Met

Correction Deadline: 2/15/2017

Corrected on 11/9/2017

.29(1)(a) - Consultant previously discussed with provider ensuring knowledge about mandated reporting.

Correction Deadline: 2/15/2017

Corrected on 11/9/2017

.29(1)(c) - Consultant discussed previously with provider insuring incidents are reported to Bright from the Start

## Safety

591-1-1-.05 Animals

Met

**Comment**

No Animals Kept

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**

After school/ School age program no rest period required.

## Staff Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/04/2017

Staff # 2

Met

Date of Hire: 01/05/2017

Staff # 3

Met

Date of Hire: 09/26/2017

Staff # 4

Met

Date of Hire: 08/23/2017

Staff # 5

Met

Date of Hire: 01/19/2016

**Staff Credentials Reviewed: 5**

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<b>591-1-1-.09 Criminal Records Check(CR)</b>	<b>Met</b>
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**Comment**

Criminal Records Check complete

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Comment**

Observed-50% Certified First Aid & CPR

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<b>591-1-1-.33 Staff Training</b>	<b>Not Met</b>
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**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 consultant's review of records that not all staff members employed greater than 90 days had proof of completion of the Health and safety orientation.

**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: 12/9/2017**

**Comment**

Health/Safety training reminder

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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**Comment**

591-1-1-.31(13) - Consultant observed staff to follow all applicable laws and regulations.

**Correction Deadline: 11/9/2017**

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

Observed-Appropriate Staff:Child Ratios

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

Observed-Adequate Supervision