



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: 12/3/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:00 AM

CCLC-1950

West Broad Street YMCA Early Learning Center

1110 May Street Savannah, GA 31415 Chatham County
 (912) 233-1951 twilliams@westbroadstreetyymca.org

Regional Consultant

Chrissy Miller

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chrissy.miller@decal.ga.gov

Mailing Address

1110 May Street
 Savannah, GA 31415-5470

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.
12/03/2020	Licensing Study	Good Standing	
10/17/2019	Licensing Study	Good Standing	
05/13/2019	Complaint Closure	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
Building II	Dance Rm.		0	0	C	30	C	NA	NA	
Building II	Gym		0	0	C	245	C	NA	NA	
Building II	Multipurpose Rm.		0	0	C	39	C	NA	NA	
Total Capacity @35 sq. ft.: 314			Total Capacity @25 sq. ft.: 0							
Main	Central Left-PreK	PreK	2	11	C	21	C	NA	NA	Art
Main	Central Right -School		0	0	C	23	C	NA	NA	
Main	Left-back infant	Infants	1	3	C	16	C	NA	NA	Floor Play
Main	Left-front toddler	One Year Olds	1	3	C	17	C	NA	NA	Transitioning
Main	Right back 2 1/2-3	Two Year Olds	1	4	C	16	C	NA	NA	Story
Main	Right front-3's	Three Year Olds	1	5	C	17	C	NA	NA	Art
Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 424			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Playground	862	C
Main	New Area(Kaboom)	30	C
Main	West	13	C

Comments

An Administrative Review was conducted on December 3, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 3, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 12/03/2020

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.decal.ga.gov/CCS/RulesAndRegulations.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), e-mail the following information to CCSRefutations@decal.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://decal.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).

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

Tonia Williams, Program Official

Date

Chrissy Miller, 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 during the virtual inspection.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the consultant's review of records that four out of five records were missing the addresses of the person(s) to whom the child may be released.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 12/3/2020**Technical Assistance**

591-1-1-.08(6) - Please ensure that the Parent or authorized person of the children record the arrival and departure times as required for each child. The consultant reviewed the attendance records for the week of November 2, 2020 to November 6, 2020 and for the week of November 9, 2020 to November 13, 2020.

Correction Deadline: 12/3/2020**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**

The center appeared clean and well maintained during the virtual inspection.

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

A virtual visit was completed due to COVID-19. The grass on the playgrounds appeared to be well maintained. Please fluff and redistribute as needed. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

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

Center menu meets USDA guidelines. The consultant observed the menu for the week of November 9, 2020 to November 13, 2020.

Health and Hygiene

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

Met

Comment

The staff stated proper knowledge of diapering procedures during the virtual inspection.

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

Met

Comment

The staff stated proper knowledge of hand washing procedures during the virtual inspection. The consultant also observed hand washing supplies in the bathroom.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.29 Required Reporting

Met

Comment

Thank you for reporting as required.

Safety

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director and the staff on this date.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 08/31/2020

Staff # 2

Met

Records Reviewed: 11**Records with Missing/Incomplete Components: 0**

Date of Hire: 03/11/2016

Staff # 3 Met

Staff # 4 Met

Date of Hire: 08/24/2020

Staff # 5 Met

Date of Hire: 08/22/2016

Staff # 6 Met

Date of Hire: 01/09/2019

Staff # 7 Met

Date of Hire: 08/25/2020

Staff # 8 Met

Date of Hire: 02/06/2016

Staff # 9 Met

Date of Hire: 08/24/2020

Staff # 10 Met

Date of Hire: 03/07/2019

Staff # 11 Met

Date of Hire: 09/26/2017

Staff Credentials Reviewed: 12

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**Comment**

Criminal record checks were observed to be complete.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Not Met**Comment**

Please ensure completed orientation checklists are documented and signed.

Correction Deadline: 11/16/2019**Corrected on 12/3/2020****.33(4) - The consultant observed this rule to be corrected during the administrative review process.**

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on the consultant's review of records that a staff member who was hired on September 26, 2017 completed eight out of ten (10) annual training hours for January 2019 to December 2019.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 1/2/2021

591-1-1-.31 Staff(CR)**Met****Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios during the virtual inspection.

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

Adequate supervision observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.