



**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:** 8/31/2017    **VisitType:** Monitoring Visit    **Arrival:** 2:25 PM    **Departure:** 4:15 PM

**CCLC-2532**

**Prime Time - River Eves Elementary School**

9000 Eves Road Roswell, GA 30075 Fulton County  
 (770) 664-3547 danam@ymcaatlanta.org

**Mailing Address**

3655 PRESTON RIDGE ROAD  
 ALPHARETTA, GA 30005

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

<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.
08/31/2017	Monitoring Visit	Good Standing	
01/11/2017	Licensing Study	Good Standing	
09/20/2016	Monitoring Visit	Good Standing	
			<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.

**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 Room A-155		0	0	C	31	C	NA	NA	Not In Use
Main	Cafeteria	Five Year Olds and Six Year Olds and Over	2	25	C	56	C	NA	NA	Homework, Transitioning
Main	Gym		0	0	C	127	C	NA	NA	Not In Use
Main	Media/Library		0	0	C	12	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 226

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 25

Total Capacity @35 sq. ft.: 226

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on January 11, 2017.

Consultant provided Health and Safety Orientation Training information on this date.

Plan of Improvement: Developed This Date 08/31/2017

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.



**Sign up Today!**

[www.qualityrated.decga.gov](http://www.qualityrated.decga.gov)

Any Licensed Program Eligible to Participate

**Free** Approved Training

**Free** Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: [QualityRated@decga.gov](mailto:QualityRated@decga.gov) or Call: 855-800-7747

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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

---

Cynthia Francis, Program Official

Date

---

Shannon Curtis, Consultant

Date



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

### Findings Report

**Date:** 8/31/2017 **VisitType:** Monitoring Visit

**Arrival:** 2:25 PM

**Departure:** 4:15 PM

#### CCLC-2532

##### Prime Time - River Eves Elementary School

9000 Eves Road Roswell, GA 30075 Fulton County  
(770) 664-3547 danam@ymcaatlanta.org

##### Mailing Address

3655 PRESTON RIDGE ROAD  
ALPHARETTA, GA 30005

#### Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@dec.al.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

#### 591-1-1-.12 Equipment & Toys(CR)

Met

##### Comment

Discussed-Add to Enhance Variety

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

Met

##### Comment

No Swimming Activities Provided

### 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

Observation-No Hazards Accessible

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

Met

##### Comment

Per discussion with the staff the After School Program uses the open field only for outside activities.

### Health and Hygiene

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

Met

##### Comment

No children enrolled in the After School Program that requires diapering.

---

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

**Comment**

Observed-Staff Remind Children Wash Hand

---

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

**Comment**

The After School Program does not administer medication at this time.

**Safety**

---

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

**Comment**

Observed-Discussion/Redirection

---

**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**

The After School Program does not participate in resting activities.

**Staff Records**

---

**Records Reviewed: 3**

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

Staff # 1 **Met**

Date of Hire: 08/01/2017

Staff # 2 **Not Met**

Date of Hire: 08/02/2016

"Missing/Incomplete Components"

.24(a)-No Record

Staff # 3 **Met**

Date of Hire: 08/24/2015

---

**Staff Credentials Reviewed: 3**

---

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

**Comment**

Criminal Records Check complete for all staff on this date.

**Comment**

One new hire since last visit on this date.

**Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of staff files that one employee present did not have a personnel file on site on this date.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 9/5/2017**

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

Met

**Comment**

Observed - Documentation Of Health and Safety Orientation Training on this date.

**Comment**

Health/Safety training reminder for all new hires within the first ninety days of hire.

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

Met

**Comment**

Lead staff education requirements

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

Met

**Comment**

Observed-Appropriate Staff:Child Ratios

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

Not Met

**Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on consultant's observations a staff member walked briefly in to the closet inside of the cafeteria and left two children in care sitting not supervised sitting at the tables.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 8/31/2017**