



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: 3/12/2018 **VisitType:** Monitoring Visit **Arrival:** 9:10 AM **Departure:** 3:00 PM

CCLC-267

Northeast Intown YWCA

957 N. Highland Ave., NE Atlanta, GA 30306 Fulton County
 (404) 892-3476 thill@ywcaatlanta.org

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

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Joint with: Tasha McDonald

Mailing Address

Same

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. 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.
03/12/2018	Monitoring Visit	Good Standing	
08/14/2017	Licensing Study	Good Standing	
01/31/2017	POI Follow Up	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
1st Floor	Preschool 2		0	0	C	17	C	NA	NA	
Total Capacity @35 sq. ft.: 17						Total Capacity @25 sq. ft.: 0				
2nd Floor	Afterschool		0	0	C	25	C	NA	NA	
Total Capacity @35 sq. ft.: 25						Total Capacity @25 sq. ft.: 0				
3rd Floor	Afterschool		0	0	C	25	C	NA	NA	
3rd Floor	Room G-Afterschool		0	0	C	25	C	NA	NA	
Total Capacity @35 sq. ft.: 50						Total Capacity @25 sq. ft.: 0				
Ground Floor	Infants	Infants	1	8	NC	26	C	NA	NA	Floor Play
Ground Floor	Mobile Infants		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 36						Total Capacity @25 sq. ft.: 0				
Main Floor	Infants		0	0	C	26	C	NA	NA	
Main Floor	Mobile Infants	One Year Olds	2	12	C	12	C	NA	NA	Story,Circle Time,Centers
Main Floor	Preschool 1	One Year Olds	1	15	NC	25	C	NA	NA	Centers,Transitio ning
Main Floor	Room A-1L		0	0	C	26	C	NA	NA	

Main Floor	Toddlers	Two Year Olds and Three Year Olds	2	12	C	20	C	NA	NA	Breakfast	
Main Floor	Wobblers	One Year Olds	2	13	C	13	C	NA	NA	Transitioning	
Total Capacity @35 sq. ft.:			225		Total Capacity @25 sq. ft.:			0			
Building @35 capacity limited by Playground Limitations											
Upstairs	Mobile Infants 2		0	0	C	14	C	NA	NA		
Upstairs	Pre-K 1	PreK	4	38	C	58	C	NA	NA	Centers	
Upstairs	Pre-K 2		0	0	C	0	C	NA	NA		
Upstairs	Preschool 3	Three Year Olds and Four Year Olds	2	16	C	17	C	NA	NA	Centers	
Upstairs	Preschool2	Three Year Olds and Four Year Olds	1	11	C	17	C	NA	NA	Centers	
Upstairs	Room G-Back L	PreK	2	19	C	26	C	NA	NA	Centers	
Total Capacity @35 sq. ft.:			132		Total Capacity @25 sq. ft.:			0			
Total # Children this Date:			144		Total Capacity @35 sq. ft.:			485			
					Total Capacity @25 sq. ft.:			0			

Building	Playground	Playground Occupancy	Playground Compliance
Main Floor	Back Playground	43	C
Main Floor	Front Playground	32	C

Comments


The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on August 14, 2017.

Consultant discussed the following with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive background check deadline - October 1, 2018.

Plan of Improvement: To Be Submitted 03/26/2018

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. 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.

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@decalf.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://decalf.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). 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.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

Tomeki Hill, Program Official _____ Date

Margarita Collier, Consultant _____ Date

Tasha McDonald, 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-.03 Activities

Technical Assistance

Technical Assistance

Please ensure all staff members post the current week lesson plan.

Correction Deadline: 3/12/2018

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

Not Met

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Correction Deadline: 8/14/2017

Corrected on 3/12/2018

Consultant observed the previous citation to be corrected on this date. Consultant observed all swings to be used according to manufacturer instructions.

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on consultant observation a table in the infant classroom had four broken safety straps on the yellow bucket seats attached to the red dining table.

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Correction Deadline: 3/12/2018

Recited on 3/12/2018

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

Comment

Center does not provide swimming activities.

Facility

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

Comment

Bathrooms observed to be clean and well maintained.

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) **Not Met**

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on consultant observation the following hazards were accessible to children:

- Upstairs - Pre-K 1-1st Right - Unlocked closet located on the front right side of the classroom containing two bottles of "Lysol Disinfectant Spray," two staff handbags, one bottle of cleaning spray, and a stapler located at the computer station.
 - Main - Wobblers - Two tubes of "Aquaphor" located in two of the children's cubbies located on the front left side of the classroom.
 - Main - Preschool 1 - Unlocked door leading to stair well on the back right side of the classroom containing seven paint cans, three paint buckets, a vacuum cleaner, painting equipment, and a wet vacuum cleaner. Consultant also observed a bottle of "Pinesol," "Fabuloso," "Lysol Disinfectant Spray," and five bottles of spray cleaner in an unlocked cabinet located on the front right side of the classroom.
 - Upstairs - Preschool 2 - Four packs of "Triple Antibiotic Ointment" in a child's backpack located in the cubby area on the front left entrance of the classroom and a pair of adult size scissors in an unlocked cabinet on the front right side of the classroom.
 - Upstairs - Preschool 3 - A bottle of "Clorox Wipes," "Pheno D Disinfectant Deodorant," a staff handbag, and a bottle of hand sanitizer were observed in an unlocked cabinet on the back left side of the classroom.
 - Upstairs - Room G-Back Left - Two bottles of hand sanitizer, a pair of adult size scissors, a stapler, and a hole puncher were sitting on a window pane on the back right side of the classroom. A bottle of hand sanitizer was attached to a child's backpack located on the front right side of the classroom.
 - Upstairs - Pre-K 1- 2nd Left - A stapler was stored in a shoe box on the back right side, a staff member's bag containing lotion was sitting on a stack of chairs on the back right side next to a brown storage cabinet, and a hole puncher was sitting on the desk at the computer station on the back right side.
- All items were observed to contain the label "Keep Out Of Reach Of Children."
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Correction Deadline: 3/12/2018

Recited on 3/12/2018

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant observation an air vent in Room G - PreK-2 had exposed, peeling, and rough edged sheet rock. It was further determined based on consultants observation the black base floor board was peeling on the back right side next to the hand washing sink in Main Preschool 1 classroom.

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Correction Deadline: 3/16/2018

Recited on 3/12/2018

591-1-1-.26 Playgrounds(CR) Not Met

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant's observation the two yellow turning wheels attached to the large playground structure and the turning wheels located on the back playground contained chipped paint.

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Correction Deadline: 3/12/2018

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant's observation exposed tree roots were observed on the front right side of the front playground creating a potential tripping hazard.

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Correction Deadline: 3/12/2018

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(1) - CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three Components for breakfast: grains, vegetables, fruits or both, and milk
- Five Components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website:

DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

Health and Hygiene

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

Technical Assistance

Technical Assistance

591-1-1-.10 - Hand washing requirements for diapering were discussed with the director on this date.

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

Not Met

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on consultant's observation a staff member in the ground floor infant classroom did not wash their hands prior to beginning the diapering procedures.

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Correction Deadline: 3/12/2018

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

Technical Assistance

Technical Assistance

Consultant discussed proper medication documentation and procedures.

Safety

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

Met

Comment

Staff were observed to maintain a positive learning environment on this date.

Correction Deadline: 8/15/2017

Corrected on 3/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the vehicle to be in good repair on this date.

Correction Deadline: 8/15/2017

Corrected on 3/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to document with a mark or a symbol to account for each child receiving transportation services.

Correction Deadline: 8/15/2017

Corrected on 3/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to document the arrival and departure time as the vehicle proceeded with the transportation services.

Correction Deadline: 8/14/2017

Corrected on 3/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to document the first and second check of each vehicle on each transportation form.

Sleeping & Resting Equipment

Technical Assistance

Consultant discussed monitoring crib mattresses for normal wear and tear.

Correction Deadline: 3/12/2018

Staff Records

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 12/01/2005	
Staff # 2	Met
Date of Hire: 06/14/2000	
Staff # 3	Met
Date of Hire: 08/05/2005	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 01/16/2007	
Staff # 6	Met
Date of Hire: 08/15/2015	
Staff # 7	Met

Date of Hire: 01/01/2004

Staff # 8 Met

Date of Hire: 09/05/2017

Staff # 9 Met

Date of Hire: 10/23/2017

Staff # 10 Met

Date of Hire: 06/04/2014

Staff # 11 Met

Date of Hire: 08/08/2017

Staff # 12 Met

Date of Hire: 02/21/2012

Staff # 13 Met

Date of Hire: 02/13/1997

Staff # 14 Met

Date of Hire: 08/09/2016

Staff # 15 Met

Date of Hire: 10/26/1998

Staff # 16 Met

Date of Hire: 03/05/2018

Staff # 17 Met

Date of Hire: 03/05/2018

Staff # 18 Met

Date of Hire: 10/01/2007

Staff # 19 Met

Date of Hire: 08/28/1999

Staff # 20 Met

Date of Hire: 04/05/2013

Staff # 21 Met

Date of Hire: 12/26/2017

Staff # 22 Met

Date of Hire: 07/31/2012

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 23 Date of Hire: 10/05/2016	Met
Staff # 24 Date of Hire: 12/08/2003	Met
Staff # 25 Date of Hire: 06/06/2017	Met
Staff # 26 Date of Hire: 06/06/2017	Met
Staff # 27 Date of Hire: 05/20/2014	Met
Staff # 28 Date of Hire: 12/12/2006	Met

Staff Credentials Reviewed: 28

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

Met

Comment

Consultant reviewed 28 staff files on this date. Consultant observed 28 of 28 staff members to have evidence of a satisfactory determination letter on file on this date.

Comment

Director provided three files for staff members hired since last visit was conducted on August 14, 2017. Consultant observed three of three newly hired staff members to have evidence of a satisfactory determination letter on file.

591-1-1-.33 Staff Training

Met

Technical Assistance

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.

- First aid and CPR training within the first 90-days of their date of hire.

- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

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

Met

Comment

Consultant observed all staff members to comply with all laws and regulations on this date.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20;and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on consultant's observation a ratio of 1:8 infants was observed in the main infant classroom and a ratio of 1:6 was required on this date. It was further determined based on consultant's observation a ratio of 1:15 two and three year old was observed in main Preschool 1 classroom and a ratio of 1:10 was required on this date.

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Correction Deadline: 3/12/2018

Recited on 3/12/2018

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

Correction Deadline: 8/14/2017

Corrected on 3/12/2018

The previous citation was observed to be corrected. Consultant observed all staff members to provide direct care and attention to the children on this date.