



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: 9/5/2017 **VisitType:** Monitoring Visit **Arrival:** 2:30 PM **Departure:** 5:00 PM

CCLC-28973

YMCA PrimeTime @ Hahira Elementary

350 Claudia Drive Hahira, GA 31632 Lowndes County
 (229) 244-4646 rgaytan@valdostaymca.com

Regional Consultant

Rena Keene

Phone: (912) 544-9930

Fax: (912) 544-9926

rena.keene@decals.ga.gov

Mailing Address

P.O. Box 1301
 Valdosta, GA 31603

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.
09/05/2017	Monitoring Visit	Good Standing	
03/23/2017	Licensing Study	Good Standing	
08/15/2016	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
Bld 1	Cafeteria	Four Year Olds	5	68	C	79	C	110	C	Transitioning,Free Play,Outside,Snack
Total Capacity @35 sq. ft.: 79						Total Capacity @25 sq. ft.: 110				
Total # Children this Date: 68						Total Capacity @25 sq. ft.: 110				


Building	Playground	Playground Occupancy	Playground Compliance

Comments

The purpose of today's visit was to conduct a Monitoring Visit and to follow up on previously cited rule violations. Three employees had been hired since last visit and the Comprehensive Background Checks were reviewed for each employee.

Plan of Improvement: Developed This Date 09/05/2017

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).

	<p>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.</p>
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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)

Mia Clark, Program Official

Date

Rena Keene, 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-.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: 6****Records with Missing/Incomplete Components: 1**

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(c)-Address of Release Person Missing	
Child # 4	Met
Child # 5	Met
Child # 6	Met

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

Met

Correction Deadline: 3/23/2017

Corrected on 9/5/2017

.08(a)-(f) - Children's records were observed to be complete. Only one of the five children whose record was reviewed was missing an element of release person information and this record was corrected while consultant was on site.

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-Center Clean/Well Maintained

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Please be sure that cones are used to mark the boundaries for children playing in the outdoor area to ensure proper supervision.

Health and Hygiene

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

Met

Comment

No children are enrolled who require diapering - school age children only.

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

Met

Comment

Observed-Proper Hand Washing Throughout

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

Met

Comment

Discussed-Documentation/Procedures - Staff stated that medications are not administered to children in care.

Policies and Procedures

591-1-1-.27 Posted Notices

Met

Comment

Observed-All Notices Posted

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Positive Learning Environment

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**

School age children only - after school hours.

Staff Records

Records Reviewed: 8**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/07/2017	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 08/14/2017	
Staff # 4	Met
Date of Hire: 08/08/2016	
Staff # 5	Met
Date of Hire: 08/31/2017	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 03/11/2016	
Staff # 8	Met
Date of Hire: 08/23/2017	

Staff Credentials Reviewed: 8

Technical Assistance

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. One employee who was hired on August 16, 2017, was not on site during visit. This employee had a local check completed on August 28, 2017 and the Comprehensive Background Check (CBC) through fingerprints is due on September 6, 2017. Site director stated that this employee only worked one day in the previous week. Consultant advised site director that this employee could not return and be present with the children until the CBC was received and on file.

Correction Deadline: 9/5/2017

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

Staff were found to be qualified for the positions which they held.

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)**Met****Comment**

Observed-Adequate Supervision