



**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:** 10/20/2017 **VisitType:** Licensing Study

**Arrival:** 2:30 PM

**Departure:** 4:00 PM

**CCLC-30355**

**YMCA Pryme Tyme South Effingham Elementary**

767 Kolic Helmey Road Guyton, GA 31312 Effingham County  
 (912) 663-3615 Heathers@ymcaofcoastalga.org

**Regional Consultant**

Haley Carwile

Phone: (229) 317-9868

Fax: (229) 317-9865

haley.carwile@decal.ga.gov

**Mailing Address**

PO Box 826  
 Rincon, GA 31326

<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.
10/20/2017	Licensing Study	Good Standing	
05/01/2017	Monitoring Visit	Good Standing	
12/06/2016	Licensing Study	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	Five Year Olds and Six Year Olds and Over and PreK	3	65	C	145	C	NA	NA	Snack
Main	gym		0	0	C	180	C	NA	NA	
Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				
Total # Children this Date: 65			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	150	C

**Comments**

Plan of Improvement: Developed This Date 10/20/2017

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><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. 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.

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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@decal.ga.gov](mailto: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.

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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)

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Shalonda Brown, Program Official

Date

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Haley Carwile, 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)**

**N/A**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 4**

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

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Met

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

**Met**

**Correction Deadline: 5/15/2017**

**Corrected on 10/20/2017**

**.08(a)-(f) - Observed four children's files to be filled out completely on this date.**

**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**

Observation-Clean/Good Repair

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR)** **N/A**

**Comment**

No diapered children enrolled.

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

**Comment**

Observed-Proper Hand Washing before snack as required.

**591-1-1-.20 Medications(CR)** **Not Evaluated**

**Comment**

Per director, no medication has been administered at the facility.

**Safety**

**591-1-1-.05 Animals** **N/A**

**Comment**

No Animals Kept

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

**Comment**

Observed-Discussion/Redirection

**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

No Field Trips at This Time

**591-1-1-.36 Transportation(CR)** **N/A**

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **N/A**

**Comment**

After school program only.

**Staff Records**

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 3**

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Staff # 1 Not Met  
"Missing/Incomplete Components"  
.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 2 Met  
Date of Hire: 08/31/2017

Staff # 3 Not Met  
Date of Hire: 10/03/2016  
"Missing/Incomplete Components"  
.33(3)-Health & Safety Certificate

Staff # 4 Met  
Date of Hire: 08/01/2017

Staff # 5 Not Met  
Date of Hire: 08/01/2017  
"Missing/Incomplete Components"  
.09-Criminal Records Check Missing

Staff # 6 Met  
Date of Hire: 10/22/2015

**Staff Credentials Reviewed: 6**

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**591-1-1-.09 Criminal Records Check(CR) Not Met**

**Comment**

Three staff hired since last visit.

**Finding**

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on review of staff files that an employee hired in August 2017 did not have a fingerprint letter on file as required.

**POI (Plan of Improvement)**

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

**Correction Deadline: 10/20/2017**

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

**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 review of staff files that two staff members had completed the health and safety training as required.

**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: 11/19/2017**

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

**Comment**

Lead staff education requirements

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

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Comment**

Observed-Adequate Supervision