



**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:** 10/7/2019    **VisitType:** Licensing Study    **Arrival:** 2:55 PM    **Departure:** 6:00 PM

**CCLC-32469**

**YMCA Pryme Tyme Pre-K**

206 Bradwell Street Hinesville, GA 31313 Liberty County  
 (912) 312-1060 tanyaj@ymcaofcoastalga.org

**Mailing Address**

201 Mary Lou Dr.  
 Hinesville, GA 31313

**Regional Consultant**

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@dec.al.ga.gov

**Quality Rated:** No

<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.
10/07/2019	Licensing Study	Good Standing	
04/18/2019	Complaint Closure	Good Standing	
04/05/2019	Complaint Investigation & 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
Main	Cafeteria	PreK	3	52	C	106	C	NA	NA	Transitioning,Snack,Outside
Main	Playground		0	0	C	101	C	NA	NA	
Total Capacity @35 sq. ft.: 207					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 52					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground	73	C

**Comments**

This was the first visit of the fiscal year.

Program does not provide swimming, transportation, or medication.

Plan of Improvement: Developed This Date 10/07/2019

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.dec.state.ga.us/CCS/Regulations.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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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://dec.state.ga.us/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.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Beverly Howard, Program Official

Date

Kimberly Stoy, 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.

**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: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

### Facility

<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
<b>Comment</b> Licensed capacity observed to be met on this date.	
<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
<b>Comment</b> Please be mindful to keep items that pose a hazard inaccessible to children.	
<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
<b>Comment</b> Playground observed to be clean and in good repair.	
<b>Food Service</b>	
<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Technical Assistance</b>
<b>Technical Assistance</b> 591-1-1-.15(1) - Discussed with Director about ensuring that the USDA meal requirements were met daily. Children were in a different room than normal, therefore the snacks were not delivered as they usually are. <b>Correction Deadline: 10/7/2019</b>	
<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
<b>Comment</b> No kitchen on site.	
<b>Health and Hygiene</b>	
<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Not Evaluated</b>
<b>Comment</b> No children enrolled who require diapering. School age children attend only for after school hours.	
<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
<b>Comment</b> Staff were observed to remind children to wash hands.	
<b>591-1-1-.20 Medications(CR)</b>	<b>N/A</b>
<b>Comment</b> The Provider currently does not dispense/administer medication.	
<b>Organization</b>	
<b>591-1-1-.16 Governing Body &amp; License</b>	<b>Not Met</b>

**Finding**

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the staff and children were housed in an unlicensed space, room 128, on this date due to a facility meeting in the licensed space. Staff stated that this is the third time this school year that they have had to use the unlicensed space.

**POI (Plan of Improvement)**

An application for amendment and all necessary documentation will be submitted.

**Correction Deadline: 10/7/2019**

**Policies and Procedures****591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

**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)****Not Evaluated****Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

**Staff Records****Records Reviewed: 1****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

**Records Reviewed: 1**

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

Date of Hire: 08/01/2019

**Staff Credentials Reviewed: 2**

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

**Met**

**Comment**

Director provided three file(s) for employees hired since last visit. Consultant observed criminal records to be complete on this date.

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

**Met**

**Comment**

Please replace/add missing/expired item(s) in first aid kit(s). Discussed replacing gloves, cold pack, and triangular bandage in first aid kit.

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

**Not Met**

**Finding**

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on a review of records that the Director does not currently meet the minimum academic requirements.

**POI (Plan of Improvement)**

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

**Correction Deadline: 4/3/2020**

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.