



**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: 9/24/2019 **VisitType:** Licensing Study **Arrival:** 4:40 PM **Departure:** 7:00 PM

CCLC-46270

Mental Fitness @ The Fairburn Youth Center

149 S.W. Broad Street Fairburn, GA 30213 Fulton County
(678) 938-7208 jc@mentalfitnessatl.org

Regional Consultant

Michelle Smith

Phone: (404) 478-8183

Fax: (678) 717-5636

michelle.smith@decal.ga.gov

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. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 09/24/2019 | Licensing Study | Good Standing | |
| 05/08/2019 | Monitoring Visit | Good Standing | |
| 10/12/2018 | 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 | A | Six Year Olds and Over | 1 | 17 | C | 25 | C | NA | NA | Homework |
| Main | B | Six Year Olds and Over | 1 | 12 | C | 12 | C | NA | NA | Homework |
| Main | C - game room | Five Year Olds | 1 | 6 | C | 15 | C | NA | NA | Homework, Free Play |
| Total Capacity @35 sq. ft.: 52 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 35 | | | Total Capacity @35 sq. ft.: 52 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Park | 30 | C |

Comments

The purpose of this visit was to conduct a Licensing Study as follow up to the visit conducted 5.8.19. Consultant discussed and reviewed report with Clerical Staff on this date. Consultant left a one-day letter and a CRC video affidavit with the Provider.

Plan of Improvement: To Be Submitted 10/01/2019

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.

- 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

Courtney Worford, Program Official

Date

Michelle Smith, Consultant

Date



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Findings Report

Date: 9/24/2019 **VisitType:** Licensing Study **Arrival:** 4:40 PM **Departure:** 7:00 PM

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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

Equipment and furniture observed to be properly secured, as applicable.

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: 2

| | |
|-------------------------------------------------------------|---------|
| Child # 1 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)(c)-Keep center advised of change inEmergency Contact | |
| Child # 2 | Met |
| Child # 3 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)(c)-Keep center advised of change inEmergency Contact | |
| Child # 4 | Met |
| Child # 5 | Met |

Finding

591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on review of records that three (3) of five (5) children's file were missing emergency medical authorization signed by parents as required.

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Correction Deadline: 9/24/2019

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| | Facility |
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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(12) requires heating and cooling equipment to be protected to prevent children from touching it. Fans, space heaters, etc. shall be positioned or installed so as to be inaccessible to the children. It was determined based on observation that one black commercial use fan with metal blades was present in the main Gym area, which poses hazards to children in care.

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Correction Deadline: 9/24/2019

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 observation that there was a five (5) gallon of gasoline present on the floor near the entrance and exit door in the A Classroom which poses hazards to children in care.

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Correction Deadline: 9/24/2019

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that multiple electrical outlets were not covered with caps in the C- game room Classroom as required.

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Correction Deadline: 9/24/2019

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

Technical Assistance

Technical Assistance

591-1-1-.26(9) - Consultant discussed with Program Director to ensure that minor trash and litter is cleaned from the field area prior to children having access.

Correction Deadline: 9/24/2019

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| Food Service |
|---------------------|

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

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Not Met

Finding

591-1-1-.18(6) requires that non-disposable dishes, glasses and silverware are properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried. It was determined based on staff statement that the proper dish washing procedure was not completed appropriately as required. In addition, the Program does not have a three compartment sink or substitution to drying effectively.

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Correction Deadline: 9/27/2019

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| Health and Hygiene |
|---------------------------|

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

N/A

Comment

No children enrolled who require diapering. School age children attend only for after school hours.

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

Met

Comment

Proper hand washing observed throughout the center.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Not Met

Finding

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on review of records that the Program does not have a completed or posted emergency plan as required.

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Correction Deadline: 9/29/2019

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that emergency drills were not conducted every six months as required.

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Correction Deadline: 9/27/2019

Recited on 9/24/2019

Safety

Comment

Center does not keep animals on premises.

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

Not Met

Finding

591-1-1-.11(1) requires that disciplinary actions used to correct a child's behavior, guidance techniques and any activities in which the children participate or observe at the Center shall not be detrimental to the physical or mental health of any child. It was determined on observation that one child was verbally disciplined while present for care without Program Staff intervening.

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Correction Deadline: 9/24/2019

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

Not Met

Finding

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that one van with license plate PIN3231 had anitfreeze located in the back behind the rear seat, the van seats were stained, with minor tears in the interior. In addition, there was minor trash and littler present on the van floor which poses potential hazards to children that are transported.

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Correction Deadline: 9/25/2019

Technical Assistance

591-1-1-.36(5)(a) - Consultant discussed with Program Director to ensure that the Driver's Driver License remains on file at all times.

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Correction Deadline: 9/24/2019

Correction Deadline: 5/9/2019

Corrected on 9/24/2019

.36(7)(c)2. - Consultant observed completed documentation as required on this date.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

N/A

Comment

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

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

Staff # 1 Not Met

Date of Hire: 08/04/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.33(6)-Training Documentation Missing

Staff # 2 Met

Staff # 3 Met

Date of Hire: 06/01/2017

Staff # 4 Not Met

Date of Hire: 08/11/2019

"Missing/Incomplete Components"

.33(6)-Training Documentation Missing

Staff # 5 Not Met

Date of Hire: 12/18/2018

"Missing/Incomplete Components"

.33(6)-Training Documentation Missing

Staff Credentials Reviewed: 1

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that one Program Staff was present in the facility without a valid Satisfactory Comprehensive Criminal Records Check Determination letter issued by the Department as required.

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Correction Deadline: 9/24/2019

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined on review of records that one Program Staff did not have a ported Criminal Records Check Determination letter ported to the current location employed.

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Correction Deadline: 9/24/2019

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

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Correction Deadline: 6/7/2019

Corrected on 9/24/2019

.14(2) - Consultant observed at least 50 percent of Program Staff and Director to have first aid certificate.

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that tweezers are missing in the first aid kit.

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Correction Deadline: 10/4/2019

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that four new employees did not have evidence of the completion of employee orientation prior to being assigned to children as required.

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Correction Deadline: 9/27/2019

Recited on 9/24/2019

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Correction Deadline: 5/10/2019

Corrected on 9/24/2019

.33(3) - Consultant observed four new employees to meet the requirements for the health and safety training as required.

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Correction Deadline: 11/11/2018

Corrected on 9/24/2019

.33(4) - Consultant observed new hires to have new hires training completed as required.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Adequate supervision observed on this date.