

**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.dec.ga.gov

(Cover Sheet)**Date:** 8/19/2021**VisitType:** EX-Monitoring**Arrival:** 10:00AM **Departure:** 10:40AM**EX-43315 EXMT-8354 EX-7 - Day camp
Albany Area YMCA**1701 Gillionville Road, Albany GA 31707 Dougherty
County
(229) 436-0531 Chobson@albanyareaymca.com**Mailing Address**

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
8/19/2021	EX-Monitoring	NA	Prevention Level 1 (P1)	Intermediate Level 1 (I1)	Dismissal (D)
			Technical Assistance	Corrective Action Plan	Dismissal
				Office Conference	Disqualification
			Prevention Level 2 (P2)	Intermediate Level 2 (I2)	
			Citation	Fine (Level1 or 2)	
			Plan of Improvement		
			Prevention Level 3 (P3)	Intermediate Level 3 (I3)	

Staff: Child Ratios

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
Computer Room		0	0	Y	NO CHILDREN WERE PRESENT
Room 102		0	0	Y	NO CHILDREN WERE PRESENT
Room 103		0	0	Y	NO CHILDREN WERE PRESENT
Room 104		0	0	Y	NO CHILDREN WERE PRESENT
Teen Zone		0	0	Y	NO CHILDREN WERE PRESENT

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 0

Comments:

Phase 1 (Administrative Process) and Phase 2 (Virtual Visit) of the CAPS Health and Safety Monitoring were completed 08/19/21 due to COVID-19. The virtual visit was conducted virtually via Zoom with Mr. Christopher Hobson. During check-in, (inside of the parent's car) temperature checks are administered, and student's hands are sanitized prior to entering the classroom. The wearing of masks is required. Handwashing/sanitation practices are completed before eating, after toileting and between activities. The children wash their hands at the sink or via hand sanitizer. Technical assistance provided regarding submission of the exemption amendment application to change the children's ages from five (5) to eight (8) to five (5) - 10. It was determined through the observation of records and through discussion, the program is operating as approved.

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.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

By signing this report I acknowledge that the report was discussed with me and if there are any missing requirements I am responsible for submitting them as outlined to Maximus or the CAPS program.

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, program 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 standard(s) that you are refuting, along with your concerns or questions regarding the citation
4. Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date of the visit to the facility.
5. Your refutation will be forwarded to the CCS Exemptions Unit manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 770-293-5977.

Any violation which subjects a child to injury or life threatening situation or continued non-compliance may jeopardize participation in the CAPS program for eligible license-exempt program (government-owned facilities and day camps).

Director/Person-in-charge Signature_____

Printed Name_____ Date_____

Specialist Signature_____ Date_____

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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(1) - Provider does provide a daily prescribed program of varied and developmentally appropriate activities that promote the social, emotional, physical, cognitive, language and literacy development of each child. Some of the activities include swimming, sports, games, music, crafts, STEM and movement all tailored to fit the needs of different age groups.

EX-HS-.F Equipment & Toys (CS)**Met****Comment**

Equipment and furniture observed to be properly secured, as applicable. The equipment is sanitized using a concentrated HDQ Neutral solution which is pre mixed in spray bottles. All tables, chairs and equipment, etc. are wiped/cleaned frequently as well as a cleaning crew ensures the building is thoroughly cleaned at the end of each day.

EX-HS-.Q Swimming Pools & Water-related Activities (CS)**Met****Comment**

There are enough staff members available to adequately and safely supervise the children. There is also a Life Guard present at all times.

Children's Records**EX-HS-.C****Met****Comment**

EX-HS-.C(4) - The Provider does maintain a file for each child while such child is in care at the program. The file does contain the following: identifying information about the child to include: name, date of birth, sex, address, and names of both Parents, if applicable, cell phone and emergency contact information as well as the person(s) to whom the child may be released.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Met****Comment**

No hazards observed accessible to children on this date.

Facility

EX-HS-.B	Met
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Comment

EX-HS-.B(5) - It was determined through observation, bathrooms are located adjacent to the child care areas. The Specialist was able to observe that the bathroom does contain a sink with running "hot" water. The supplies are within easy reach of children and equipped with soap, toilet tissue and single-use towels.

EX-HS-.L Physical Plant (NCP)	Met
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Comment

Observed approval from the Department, local zoning authorities and local building authorities on this date.

EX-HS-.M Playgrounds (CS)	N/A
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Comment

It was determined through discussion there is no playground provided. The program provides other recreational activities for the children.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices (CS)	N/A
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Comment

The Program does not conduct diapering for younger children.

EX-HS-.H Hygiene (NCP)	Met
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Comment

Hand washing was not observed during the visit but proper hand washing rules were discussed.

EX-HS-.I Medications (CS)	N/A
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Comment

It was determined through discussion the provider does not administer medication.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures (NCP)	Met
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Comment

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

Comment

It was determined through the observation of records and discussion that emergency preparedness such as fire, tornado, and lock down drills are administered and are included in the policy and procedures. Also discussed possible emergency preparedness for other types of occurrences such as Structural Damage, Loss of Water, Loss of Electricity, Bomb Threat, etc.

EX-HS-.T Required Reporting (NCP)	Met
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Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	N/A
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Comment

The Program does not sponsor field trips.

EX-HS-.E Discipline (CS)**Met****Comment**

Determined age-appropriate discipline is communicated to staff on this date. The program utilizes an "Attitude Check" form to aid in the communication between the Director and staff that provides a detailed report of the incident or behavior of the child. This information is then discussed with the child/parent accordingly.

EX-HS-.R Transportation (CS)**N/A****Comment**

Program does not provide routine transportation.

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements (CS)**N/A****Comment**

No safe sleep policies are necessary.

Staff Records

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

Staff # 1	Met
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Staff # 2	Met
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Staff # 3	Met
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Staff # 4	Met
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Staff # 5	Met
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Staff # 6	Met
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Staff # 7	Met
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Date of Hire: 10/03/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
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Staff # 8	Met
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EX-HS-.K**Met****Comment**

EX-HS-.K(1) - It was determined by the observation of records the program does maintain a personnel file on all Staff.

EX-HS-.N**Met****Comment**

EX-HS-.N(1) - The Director is responsible for the supervision, operation and maintenance of the program. The Director is on the premises and if absent from the program at any time during the hours of operation, there is an officially designated person on-site to assume responsibility for the operation of the program.

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)**Met****Comment**

It was determined by the observation of records, 8 out of 8 employees are compliant regarding the completion of their Criminal Record Checks. All met the expectation of receiving a comprehensive satisfactory determination.

EX-HS-.W First Aid & CPR (NCP)**Met****Comment**

It was determined by the observation of records, 8 out of 8 employees are compliant regarding the completion of CPR/First Aid training.

EX-HS-.P Staff Training (NCP)**Met****Comment**

It was determined by the observation of records, 8 out of 8 employees are compliant regarding the completion of the Health and Safety Orientation training.

Staffing and Supervision

EX-HS-.O Staff:Child Ratios and Supervision (CS)**N/A****Comment**

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date.