



**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.al.ga.gov

**(Cover Sheet)**

**Date:** 9/9/2020

**VisitType:** EX-Monitoring

**Arrival:** 12:00PM **Departure:** 1:00PM

**EX-47380 EXMT-12994 EX-7 - Day camp  
Albany Area YMCA - YES Inclusive Summer  
Camp**

1906 Palmyra Road, Albany GA 31701 Dougherty  
County  
(229) 942-3865 qthomas@albanyareaymca.com

**Mailing Address**

1701 Gillionville Road, GA 31707

**Regional Consultant**

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.al.ga.gov

Joint with:

Staff: Child Ratios

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
Classroom	, Sixes	1	6	Y	Studying

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 1

#Children Count: 6

Comments:

Conducted CAPS Health and Safety Monitoring visit virtually due to COVID-19.

Corrective Action Plan:No Plan Developed



Please refer the website, <http://www.dec.al.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@dec.al.ga.gov](mailto:CCSRefutations@dec.al.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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**(Summary Report)**

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Joint with:

**The following information is associated with a Exemption Monitoring:**

**Activities and Equipment**

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

**Met**

**Comment**

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

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

**Met**

**Comment**

Program does not provide swimming activities.

**Children's Records**

**EX-HS-.C**

**Met**

**Comment**

EX-HS-.C(1) - It was determined the records of a child's daily arrival and departure are maintained but need not be filed in each child's record.

**Correction Deadline: 9/9/2020**

**Comment**

EX-HS-.C(1) It was determined the program does maintain a file for each child while such child is in care at the Program and for a period of one (1) year after such child is no longer in care at the Program.

**Correction Deadline: 9/9/2020**

**Exemptions**

**EX-HS-.X Exemption Requirements (NCP)**

**Met**

**Comment**

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

**Facility**

**EX-HS-.L Physical Plant (NCP)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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**EX-HS-.M Playgrounds (CS)****Met****Comment**

No playground provided

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**Health and Hygiene****EX-HS-.U Diapering Areas & Practices (CS)****Met****Comment**

No diapered children are enrolled.

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

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

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**EX-HS-.I Medications (CS)****Met****Comment**

Observed medication stored inaccessible to children

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

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

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

There were no incidents or injuries that required reporting.

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**Safety****EX-HS-.S****Met****Comment**

No field trips are offered

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

Observed age-appropriate discipline policies on this date.

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**EX-HS-.R Transportation (CS)****Met****Comment**

Program does not provide routine transportation.

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**Sleeping & Resting Equipment****EX-HS-.V Safe Sleeping and Resting Requirements (CS)****Met****Comment**

No infants are enrolled.

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**Staff Records**

Staff # 1	Met
Staff # 2	Met
Date of Hire: 05/08/2024	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Staff # 4	Met

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**EX-HS-.K Met**

**Comment**

EX-HS-.K(1) - It was determined the program does maintain a personnel file on all Staff for the duration of the term of employment plus one calendar year, and contains the following include: name, date of birth, current address and current telephone number. Each record also contains all of the employees training certificates and also includes their CRC determination letters

**Correction Deadline: 9/14/2020**

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**EX-HS-.N Met**

**Comment**

EX-HS-.N(1) - It was determined the program does have a Director/Administrator who is responsible for the supervision, operation and maintenance of the program.

**Correction Deadline: 9/9/2020**

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

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

It was determined that the staff members have completed their training in CPR and first aid.

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

**Comment**

It was determined that each staff member has completed the Health & Safety Orientation training.

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**Staffing and Supervision**

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**EX-HS-.O Staff:Child Ratios and Supervision (CS) Met**

**Comment**

Program observed to maintain appropriate staff: child ratios.