

**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.state.ga.gov

(Cover Sheet)**Date:** 12/9/2022**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 4:45PM**EX-43783 EXMT-6232 EX-1 - Government
Carroll County Schools - Providence Elementary**287 Rainey Road, Temple GA 30179 Carroll County
(770) 537-8100
rebekah.teal@carrollcountyschools.com**Mailing Address**

164 Independence Drive, GA 30263

Regional Consultant

Jessica Bailey

Phone: (678) 891-4934

Fax: (770) 357-3233

jessica.bailey@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
12/9/2022	EX-Monitoring	Prevention	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 (Level 1 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
Cafeteria		0	0	N	
Gym	, Six and older	2	22	Y	
Lab Room	, Fives	3	31	Y	
Playground		0	0	N	

Group Sizes Met? N

Total # Non-Care Staff Present: 1

#Staff Count: 5

#Children Count: 53

Comments:

On Decemner 9th, 2022, an in-person visit was conducted at the facility for the purpose of CAPS Monitoring.

Corrective Action Plan: Developed This Date

Please refer the website, <http://www.dec.state.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.

- 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)

Date: 12/9/2022

VisitType: EX-Monitoring

Arrival: 3:00PM

Departure: 4:45PM

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The following information is associated with a Exemption Monitoring:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed throughout the Program.

Comment

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

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

N/A

Comment

Program does not provide swimming activities.

Exemptions

EX-HS-.X Exemption Requirements (NCP)

Not Met

Finding

EX-HS-.X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on the specialist's review of records that the program did not have a copy of the most recent fire inspection on file.

POI (Plan of Improvement)

The Program will ensure that a copy of local approvals are kept on file and up to date based on the local, regional, and state guidelines.

Correction Deadline: 12/9/2022

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

No hazards observed accessible to children on this date.

EX-HS-.M Playgrounds (CS)

Met

Comment

Playground equipment is new and in good condition. Discussed daily maintenance of resilient surface.

Health and Hygiene

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

No diapered children are enrolled.

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

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

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

Medication is not dispensed

Policies and Procedures**EX-HS-.J Operational Policies & Procedures (NCP)****Not Met****Finding**

EX-HS-.J(1)(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) the exclusion of children with contagious illness; (b) notification of parents in the event their child becomes ill while at the facility; (c) the notification of all parents of enrolled children when a reportable contagious illness is present in the facility; (d) the prevention of and response to food and allergic reactions; (e) emergency preparedness and response. 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 program. The program will 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 will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals; (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding); (g) recognition and reporting of child abuse and neglect; (h) fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Program shall maintain documentation of the dates and times of these drills for two years; (i) provide to Parents a copy of the Program's written policies and procedures. It was determined based on the specialist's review of records that the after school program did not practice any emergency drills outside of regular school hours.

POI (Plan of Improvement)

The Program will program will administer and practice emergency drills on a regular basis. The consultant provided the director with a copy of the emergency drills documentation form.

Correction Deadline: 12/14/2022

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

There were no incidents or injuries that required reporting.

Safety**EX-HS-.S****N/A****Comment**

No field trips are offered

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

Age-appropriate discussion and/or redirection observed.

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: 7****Records with Missing/Incomplete Components: 7**

Staff # 1

Not Met

Date of Hire: 08/04/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.R(2)-Drivers License Missing,EX-HS-.P(3)-Health and Safety Training

Staff # 2

Not Met

Date of Hire: 10/04/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.R(2)-Drivers License Missing,EX-HS-.P(3)-Health and Safety Training,EX-HS-.D-Criminal Records Check Missing

Staff # 3

Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.D-Criminal Records Check Missing,EX-HS-.R(2)-Drivers License Missing,EX-HS-.P(3)-Health and Safety Training

Staff # 4

Not Met

Date of Hire: 01/11/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.R(2)-Drivers License Missing,EX-HS-.P(3)-Health and Safety Training

Staff # 5

Not Met

Date of Hire: 08/05/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.P(3)-Health and Safety Training

Staff # 6

Not Met

Date of Hire: 11/11/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.D-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 10/22/2018

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.R(2)-Drivers License Missing,EX-HS-.P(3)-Health and Safety Training

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

Not Met

Finding

EX-HS-.D(3) requires valid Evidence of a satisfactory criminal records check must be maintained at the program site for the Director, each all staff members for the duration of employment plus one year, and such evidence must be made immediately available to the Department upon request. It was determined based on the specialist's review of records that one of seven staff members did not possess a satisfactory comprehensive record check determination.

POI (Plan of Improvement)

The Program will ensure that all staff members receive a satisfactory comprehensive record check determination before beginning employment. Additionally, the administrator will ensure that current staff members complete a comprehensive record check before returning to work.

Correction Deadline: 12/9/2022

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

Not Met

Finding

EX-HS-.W(1) requires Program Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Program shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on the specialist's review of records that five of six staff members did not possess a current CPR or First Aid training and certification.

POI (Plan of Improvement)

The Program will ensure that all staff members obtain a CPR/First Aid certification and that a copy of the documentation is kept in the employee's file.

Correction Deadline: 1/8/2023

EX-HS-.P Staff Training (NCP)

Not Met

Finding

EX-HS-.P(1) requires all Employees and Provisional Employees to receive Initial Program orientation prior to assignment to children or task. It was determined based on the specialist's review of records that an initial orientation was not on file for six of six staff members.

POI (Plan of Improvement)

The Program will ensure that all staff members receive initial orientation and a record of the orientation is kept in the staff member's file.

Correction Deadline: 12/9/2022

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.

Comment

Program observed to maintain appropriate staff: child ratios.

