

**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:** 11/24/2025 **VisitType:** EX-CAPS-Monitoring**Arrival:** 10:00AM **Departure:** 2:15PM**EX-50145 EXMT-15355 EX-7 - Day camp**
Liberty County YMCA201 Mary Lou Drive, Hinesville GA 31313 Liberty
County**Mailing Address**

Same

Exemption Unit Consultant

Sarah Benton

Phone: (770) 357-5103

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sarah.benton@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
11/24/2025	EX-CAPS-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)	

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
Board Room		0	0	Y	
Gym		0	0	Y	
Over Flow Room	, Fives	2	18	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 18

Comments:

The program was in compliance with the approved exemption category.

Please refer to the Exemption page of the website, <https://www.decal.ga.gov/CCS/Exemptions.aspx> for information regarding 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

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the user id for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific standard number(s) that you are refuting, add the reason for disagreement regarding the standard citation, and upload supporting documentation.
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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.

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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****Technical Assistance****Technical Assistance**

EX-HS-.A(1) - Discussed ensuring children have a variety of activities both indoors and outdoors.

EX-HS-.F Equipment & Toys**Technical Assistance****Technical Assistance**

EX-HS-.F(2)(d) - Ensure the TV is secure and maintained and used in a safe manner.

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

EX-HS-.Q(2) - The pool was observed closed for repairs this and will not be used for camp. Discussed and observed swimming requirements with both the director and the pool staff. Resources will be sent regarding swimming standards for use during the next camp.

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

EX-HS-.C - Observed children's files as required.

Exemptions**EX-HS-.X Exemption Requirements****Technical Assistance****Technical Assistance**

EX-HS-.X(1) - Discussed ensuring that the exemption letter and certificate are posted.

Facility**EX-HS-.B Bathrooms****Met****Comment**

EX-HS-.B - Program observed to have adequate toilets, sinks and supplies available.

EX-HS-.L Physical Plant(CS)**Not Met****Finding**

EX-HS-.L(2) requires the Program to be in compliance with applicable laws and regulations issued by the state fire marshal, the proper local fire marshal or state inspector, including a certificate of occupancy if required prior to receiving any children for care. It was determined based on observation, the program did not have a recent fire marshal inspection within the last 12 months.

POI (Plan of Improvement)

The Program will obtain appropriate approvals, and ensure compliance with applicable laws and regulations by the state fire marshal, proper local fire marshal or state inspector, including a certificate of occupancy, are maintained and met.

Correction Deadline: 12/22/2025

EX-HS-.M Playgrounds(CS)**Technical Assistance****Technical Assistance**

EX-HS-.M(1) - The facility does not utilize a playground but a uses a partially fenced soccer field adjacent to the building. Program Director will submit a supervision plan in writing to the Department for the route to the playground and for the use of the field.

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

EX-HS-.U - No diapered children are enrolled.

EX-HS-.H Hygiene**Met****Comment**

EX-HS-.H - Hand washing was not observed during the visit but proper hand washing rules were discussed.

EX-HS-.I Medications(CS)**Not Met****Finding**

EX-HS-.I(1) requires Personnel to obtain specific written authorization from the child's physician, and/or Parent, in order to dispense prescription or non-prescription medications, except for first aid or as authorized under Georgia law. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of Parent. It was determined based on a review documentation, that three of three medication forms did not have dates to be given. Additionally, one of three medication forms reviewed did not include the prescription number.

POI (Plan of Improvement)

The Program will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 11/24/2025

Finding

EX-HS-.I(2) requires the Program to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of three medication forms, one medication was authorized to be dispensed however there was no record that the medication was given.

POI (Plan of Improvement)

The Program will train Staff responsible for dispensing medication to ensure the accurate completion and storage of the records each time medicine is administered to a child. The staff will implement a plan to monitor authorization of dispensing medication and documentation.

Correction Deadline: 11/24/2025

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

EX-HS-.J(2) requires programs to conduct drills for fire, tornado, 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; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, 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 program shall maintain documentation of the dates and times of these drills for two years. It was determined based on the director's statement that no fire drills or other emergency drills had been conducted in the last year.

POI (Plan of Improvement)

The program will conduct the drills as required and maintain the documentation of the drills on file for two years.

Correction Deadline: 12/8/2025

Technical Assistance

EX-HS-.J1(a-i) - Discussed adding specific information to the policies regarding the handling of bodily fluids and storage of hazardous materials.

EX-HS-.T Required Reporting**Met****Comment**

EX-HS-.T - There were no incidents or injuries that required reporting.

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

EX-HS-.E - Observed appropriate discipline on this date.

EX-HS-.S Field Trips**Met****Comment**

EX-HS-.S - Observed parental permission for a summer field trip. Field trips not taken during this holiday camp.

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

EX-HS-.R - Program does not provide routine transportation. Observed documentation for a field trip during the summer.

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

EX-HS-.V - No safe sleep policies are necessary.

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

EX-HS-.D - Criminal record checks were observed to be complete. Discussed one staff who has not started that needs to have the record check ported prior to start date.

EX-HS-.G First Aid & CPR(CS)**Met****Comment**

EX-HS-.G - Observed evidence of staff training in CPR and first aid on this date.

EX-HS-.K Personnel Records**Met****Comment**

EX-HS-.K - Observed personal records maintained.

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

EX-HS-.N - Observed a director or person responsible for overall supervision of the program.

EX-HS-.P Staff Training**Technical Assistance****Technical Assistance**

EX-HS-.P(1) - Discussed the initial orientation with the Director.

Technical Assistance

EX-HS-.P(4)(a-b) - Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training

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

EX-HS-.O - Program observed to maintain appropriate staff: child ratios.