

**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:** 1/10/2023**VisitType:** EX-Monitoring**Arrival:** 10:00AM **Departure:** 2:10PM**EX-48983 EXMT-14362 EX-1 - Government
Fort Valley State University Child Development
Center**1101 Carver Drive, Fort Valley GA 31030 Peach
County
(478) 391-2820 francine.hollis@fvsu.edu**Mailing Address**

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

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rosalyn.elder@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
1/10/2023	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
1 & 2 Year Old Classroom	, Twos	1	9	Y	Naptime
3 Year Old Classroom	, Threes	1	9	Y	Naptime
Older Children's Playground		0	0	Y	
Playground		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 2

#Children Count: 18

Comments:

On January 10, 2023, an (in-person) visit was conducted at the facility for the purpose of the CAPS Health and Safety Monitoring with Dr. Francine Hollis and Ms. Cheryl Jones. During the visit we discussed the Health and Safety Protocols, inclusive of handwashing and the importance of ensuring the staff is trained for emergency preparedness regarding Active Shooter/Dangerous Person. There are a total of 24 students that are enrolled in the program. As the students are dropped off, temperature checks and a health assessment are conducted. The children's hands are sanitized prior to entering the building. No parents are allowed inside of the building. Handwashing protocols are conducted prior to the eating and after toileting and/or playtime. After discussion and the review of the documents, the program is operating as approved.

Corrective Action Plan: To Be Submitted



Please refer the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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 the GACAPS 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).

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(Findings Report)**Date:** 1/10/2023**VisitType:** EX-Monitoring**Arrival:** 10:00AM **Departure:** 2:10PM**EX-48983 EXMT-14362 EX-1 - Government
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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) - The Provider does execute a daily prescribed program of varied and developmentally appropriate activities such as circle time, group time, center time, academic enrichment (shapes, letters, numbers, etc.) and outdoor play that promote the social, emotional, creative, physical, cognitive, language and literacy development of each child. The staff provides a variety of teaching methods to accommodate the needs of the children's different learning styles.

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

The equipment and furniture were observed to be properly secured, as applicable. All tables and chairs are wiped down and sanitized daily.

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

The Program does not provide swimming activities.

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

EX-HS-.C(1) – 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, gender, 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. The file also includes the child's birth certificate and immunization records.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Not Met****Comment**

EX-HS-.X(1) - The Program is in compliance with the posting of the exemption approval letter and certificate. Both are adjacent to each other and placed in a prominent area in the main lobby.

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 by discussion; an inspection has been completed however Building Maintenance has possession of the document.

Correction Deadline: 1/20/2023

Facility

EX-HS-.B

Met

Comment

EX-HS-.B(2) - It was determined through observation, the bathrooms are located adjacent to the child care areas. The supplies are within easy reach for the children and equipped with soap, toilet tissue and single-use towels.

EX-HS-.L Physical Plant (NCP)

Met

Comment

The facility appeared to be clean and well maintained.

EX-HS-.M Playgrounds (CS)

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices (CS)

Met

Comment

Hand washing requirements for diapering were discussed with the Director on this date

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

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

Policies and Procedures

Comment

Observed evidence of written policies and procedures that describe the Program's operations on this date.

Comment

Observed the Program's written emergency plan in regards to evacuations, fire/tornado drills and loss of utilities/services on this date.

Technical Assistance

Technical Assistance was provided regarding the importance of also ensuring policies and procedures are created for Dangerous Person/Active Shooter protocols.

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

There were no incidents or injuries that required reporting.

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

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

The Program does not provide routine transportation.

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

It was determined by the review of records, the Program has a standard policy that follows Bright from the Start's Safe Sleep Policy. Infants are placed on his/her back for sleep, unless otherwise advised by a physician. No objects are allowed in or attached to the crib.

Comment

Pleasant naptime environment was observed on this day. The toddlers were resting on age-appropriately sized cots, properly spaced, with sheets and light covers.

Staff Records**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) - EX-HS-.N(1) - The Director is responsible for the supervision, operation, and maintenance of the program. The Director is generally on the premises and if absent 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.

Comment

15.3.2.1 The comprehensive records check must be processed by DECAL, and the comprehensive records check determination letter must be issued by DECAL. Any other fingerprint or records check, including those conducted by other state or federal agencies, will not satisfy the CAPS requirement. It was determined by the observation of records, 13 out of 13 employees are compliant regarding the completion of the Criminal Record Checks through DECAL.

EX-HS-.W First Aid & CPR (NCP)**Not Met****Finding**

EX-HS-.W(1) All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. It was determined by the observation of records, four (4) out of seven (7) employees have met the standard criterion regarding the completion of CPR/First Aid training.

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Correction Deadline: 3/31/2023

EX-HS-.P Staff Training (NCP)**Not Met****Finding**

EX-HS-.W(1) All staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records that four (4) out of seven (7) staff members have completed the Health and Safety Orientation training.

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Correction Deadline: 2/28/2023

Finding

EX-HS-.P(4) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined one staff member has completed the annual 10 hours of training.

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Correction Deadline: 4/30/2023

	Staffing and Supervision
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EX-HS-.O Staff:Child Ratios and Supervision (CS)	Met
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Comment
Adequate supervision observed on this date.