

**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:** 10/18/2024 **VisitType:** EX-Monitoring**Arrival:** 10:05AM **Departure:** 1:45PM**EX-48901 EXMT-14292 EX-1 - Government
Marine Corps Logistics Base Child Development
Services**814 Radford Boulevard, Suite 20311, Albany GA
31704 Dougherty County
(229) 639-7491 kia.bush@usmc-mccs.org**Mailing Address**

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
10/18/2024	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
Playground		0	0	Y	
School Age Room #114	, Fives, Six and older	2	5	Y	Watching a movie

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 2 #Children Count: 5

Comments:

On October 18, 2024, an (in-person) visit was conducted at the facility for the purpose of the CAPS Health and Safety Monitoring with Ms. Kia Bush, Director. Health and Safety protocols were discussed inclusive of the handwashing process. Handwashing/sanitation practices are completed, throughout the day such as before and after eating, after toileting & outside and gym play. It was determined through the observation of records and through discussion, that the Program is operating as approved. A One Day and Warning letters were issued.

Corrective Action Plan:Developed This Date



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 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:** 10/18/2024**VisitType:** EX-Monitoring**Arrival:** 10:05AM**Departure:** 1:45PM**EX-48901 EXMT-14292 EX-1 - Government
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Joint with:

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

EX-HS-.A(1) - The Provider does provide a daily prescribed program of varied and developmentally appropriate activities such as visits to the library, strawberry patch, bowling, wild adventures, as well as swimming and gym time that promotes the social, emotional, creative, physical, cognitive, language and literacy development of each child.

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

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

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

It was determined through discussion with the Director, during the summer, the children are allowed to swim and there are always more than one lifeguard that is certified and present.

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 contains each child's immunization records.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Technical Assistance****Technical Assistance**

EX-HS-.X(1) - Technical assistance was provided regarding the posting of the exemption approval letter and certificate to be adjacent to each other in the main lobby.

Comment

EX-HS-.X(4) - Fire Safety - A program must 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 by the examination of records, the Provider obtained a Fire Inspection on January 12, 2024 and is in compliance with the proper local authorities.

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 is very clean and well maintained.

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

The Playground was observed to be clean and in good repair.

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)**Met****Comment**

Documentation for medication dispensing observed complete.

Comment

It was discussed with the Director, all medications are stored inaccessible to children.

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

It was determined that the Program does provide parents a copy of it's written policies and procedures.

Comment

It was determined through discussion and observation the Provider does execute emergency preparedness by conducting monthly fire drills as well as active shooter and lock down drills throughout the year.

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

There were no incidents or injuries that required reporting.

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

The Provider does sponsor field trips. The Provider does obtain written permission from Parent(s) in advance of the child's participation in any field trip and is signed and dated by a Parent/Guardian. Checklists and proper checks of the children before and after field trips were discussed with the Director.

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

Determined age-appropriate discipline is communicated to staff on this date. Aggressive behavior is addressed through redirection.

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**

No safe sleep policies are necessary.

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) - The Site Coordinator is responsible for the supervision, operation, and maintenance of the program. The Site Coordinator 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.

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)**Not Met****Finding**

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined six (6) out of six (6) staff members have not completed the Criminal Records Check through DECAL.

POI (Plan of Improvement)

The Program will ensure all of the staff members complete their Criminal Records Check through DECAL.

Correction Deadline: 10/23/2024**EX-HS-.W First Aid & CPR (NCP)****Met****Comment**

Observed evidence of staff training in CPR and first aid on this date.

Comment

Observed initial orientation for all staff on this date.

Comment

Observed training for all staff members on this date.

Finding

EX-HS-.P(3) requires each 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 through discussion six (6) of the six (6) staff members have not completed the Health and Safety Orientation training.

POI (Plan of Improvement)

The Program will ensure all of the employees complete the Health and Safety Orientation training.

Correction Deadline: 11/22/2024

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.