

**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.us

(Cover Sheet)**Date:** 6/3/2024**VisitType:** EX-Monitoring**Arrival:** 11:00AM **Departure:** 3:15PM**EX-42595 EXMT-4336 EX-1 - Government
Albany State University Early Learning Center**504 College Drive, Albany GA 31705 Dougherty
County
(229) 500-2017 kimberly.barney@asurams.edu**Mailing Address**

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

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rosalyn.elder@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
6/3/2024	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
Classroom - 2 Year Old	, Twos	2	11	Y	Singing
Classroom - 3 Year Old	, Threes	2	12	Y	Watching Tabitha Brown on TV
Larger Playground		0	0	N	
Playground		0	0	Y	
PreK	PreK	1	7	Y	Eating lunch

Group Sizes Met? N

Total # Non-Care Staff Present: 1

#Staff Count: 5

#Children Count: 30

Comments:

On June 3, 2024, an (in-person) visit was conducted at the facility for the purpose of the CAPS Health and Safety Monitoring with Ms. Kimberly Barney, Director. The parents escort the children to their rooms each day and are received at the door by their teacher. Handwashing is conducted after the children enter their classroom. Other handwashing/sanitation practices are completed, before and after eating, after toileting & outside play and throughout the day as they transition from one activity to another. It was determined through the observation of records and through discussion, the Program is operating as approved, however a One Day and Warning letters were issued.

Corrective Action Plan: Developed This Date



Please refer the website, <http://www.dec.state.ga.us/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:** 6/3/2024**VisitType:** EX-Monitoring**Arrival:** 11:00AM **Departure:** 3:15PM**EX-42595 EXMT-4336 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 provide a daily prescribed program of varied and developmentally appropriate activities such as learning centers, small and large groups, individual time, learning carpet and outdoor playtime 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 observed to be properly secured, as applicable. The tables and chairs are sanitized on a daily basis. A deep cleaning is performed in the afternoon. General cleaning is done after each activity throughout the day.

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 provide a daily prescribed program of varied and developmentally appropriate activities that promote the social, emotional, creative, physical, cognitive, language and literacy development of each child. The files contain a signature from each parent advising they are aware the program is not licensed and is not required to be licensed. Also each file contain copies of the child's birth certificate and immunization records.

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

Comment

EX-HS-.X(4) - The last fire inspection report was conducted by Albany State Fire Marshal's office on October 12, 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 bathrooms were observed to be very clean. 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**

No hazards observed accessible to children on this date.

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

The Playgrounds were observed to be clean and in good repair. The three playgrounds are enclosed in a fence and free of any debris and/or hazards.

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

Hand washing requirements for diapering were discussed with the teachers 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. Hand washing is conducted when the children arrive, before and after eating, after toileting and outside play.

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

It was determined through observation, medications are stored inaccessible to children. They are locked up in cabinet behind the receptionist desk.

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

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

Comment

The policy and procedures handbook also includes emergency preparedness and safety precautions for possible fire or tornado occurrences. Also documentation of scheduled fire & tornado were observed and code red drills were discussed.

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

An incident was reported to the department within 24 hours.

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

No field trips are offered

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

Determined age-appropriate discipline is communicated to staff on this date.

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

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

Cleaning and disinfecting of mats was discussed with the teacher on this date.

Staff Records

EX-HS-.K	Met
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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
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Comment

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.

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)	Not Met
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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 from the review of records one (1) of the eleven staff members have not completed the CRC through DECAL. The CRC has expired.

POI (Plan of Improvement)

The Program will ensure the staff member complete the CRC within three (3) days.

Correction Deadline: 6/7/2024

EX-HS-.W First Aid & CPR (NCP)	Not Met
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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 by the observation of records, two (2) of eleven staff members have not completed CPR/First Aid training.

POI (Plan of Improvement)

The Program will ensure all of the employees complete CPR/First Aid training. Follow-up will be completed during the next CAPS Health and Safety monitoring visit.

Correction Deadline: 12/2/2024

Finding

EX-HS-.P(2) requires the initial orientation to include the following subjects: the Program's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined by the observation of records, two (2) of eleven staff members have not completed the Health and Safety training.

POI (Plan of Improvement)

The Program will ensure all of the employees complete Health and Safety training. Follow-up will be completed during the next CAPS Health and Safety monitoring visit.

Correction Deadline: 7/3/2024

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 by the observation of records, two (2) of eleven staff members have not completed the annual ten (10) clock hours of training.

POI (Plan of Improvement)

The Program will ensure all employees complete the Annual 10 hours of training. Follow-up will be completed during the next CAPS Health and Safety monitoring visit.

Correction Deadline: 12/2/2024

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.