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.decal.ga.gov

(Cover Sheet)

Date: 5/16/2022 **VisitType:** EX-Monitoring **Arrival:** 4:10PM **Departure:** 4:35PM

EX-48579 EXMT-13997 EX-1 - Government International Academy of Smyrna

2144 South Cobb Drive, Smyrna GA 30080 Cobb County
(678) 370-0980 Tonicka.Lewis@iasmyrna.org

Mailing Address

Same

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929
Fax: (404) 591-4949
nilia.lalin@decal.ga.gov

Joint with:

Compliance Zone Designation		
5/16/2022	EX-Monitoring	Prevention

Prevention Action Category	IntermediateAction Category	Dismissal Action Category
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
Cafeteria		0	0	Y	
Computer Room		0	0	Y	
Multipurpose Room		0	0	Y	
Playground		0	0	Y	Not in use due to COVID-19 Pandemic.
Room 144	, Sixes	1	13	Y	
Room 145	, Sixes	2	13	Y	
Room 146	, Sixes	1	8	Y	
Room 147	, Sixes	1	12	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 5 #Children Count: 46

Comments:
On May 16, 2022, an in-person visit was conducted at the facility for the purpose of CAPS Monitoring. On May 24, 2022, an administrative review was completed to review required documents.

Corrective Action Plan:Developed This Date

Please refer the website, http://www.decal.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@decal.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)

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Joint with:

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.

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(2) requires when a parent or guardian initially registers a child with an exempt program, the parent or guardian shall sign a form indicating the parent or guardian has been advised and understands that the program is not licensed and is not required to be licensed by the state. It was determined on review of records that two out of the three children's record submitted did not have parents or guardian sign a form acknowledging that program is not licensed and not required to be licensed by the state.

POI (Plan of Improvement)
The Program will ensure that all parents and guardians sign an acknowledgment form and keep in each child's record.

Correction Deadline: 5/24/2022

Facility

EX-HS-.L Physical Plant (NCP) **Met**

Comment
Program appears clean and well maintained.

EX-HS-.M Playgrounds (CS) **N/A**

Comment
No playground provided due to COVID-19 Pandemic.

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. Provided stated that children and staff wash hands after using the bathroom, at arrival, and before and after snacks.

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 review of records that the program had incomplete written policies and procedures.

POI (Plan of Improvement)
The Program will establish and implement written policies and procedures that will address the exclusion of children with contagious illness, notification of parents in the event their child becomes ill while at the facility, the notification of all parents of enrolled children when a reportable contagious illness is present in the facility, the prevention of and response to food and allergic reactions, emergency preparedness and response, the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding), recognition and reporting of child abuse and neglect.

Correction Deadline: 5/29/2022

EX-HS-.T Required Reporting (NCP) **Not Evaluated**

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
Observed age-appropriate discipline policies on this date.

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

Comment
Program does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment
No infants are enrolled.

Staff Records

Records Reviewed: 10 **Records with Missing/Incomplete Components: 6**

Staff # 1 Not Met
Date of Hire: 02/20/2020

"Missing/Incomplete Components"
EX-HS-.P(4)-Annual Training 10 Hours

Staff # 2 Not Met
Date of Hire: 08/02/2021

"Missing/Incomplete Components"
EX-HS-.P(3)-Health and Safety Training

Staff # 3 Met
Date of Hire: 08/02/2021

Staff # 4 Not Met
Date of Hire: 07/15/2015

"Missing/Incomplete Components"
EX-HS-.P(4)-Annual Training 10 Hours

Staff # 5 Met
Date of Hire: 11/03/2021

Staff # 6 Not Met
Date of Hire: 08/04/2021

"Missing/Incomplete Components"
EX-HS-.P(3)-Health and Safety Training

Staff # 7 Met

Staff # 8 Met
Date of Hire: 11/03/2021

Staff # 9 Not Met

Date of Hire: 07/17/2016

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

Staff # 10 Not Met

Date of Hire: 02/01/2016

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

EX-HS-.K **Technical Assistance**

Technical Assistance
EX-HS-.K(1) - The Program will maintain personnel records for all employees and submit to the department when requested.

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

Comment
Criminal record checks were observed to be complete.

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 review of records that nine out of 12 staff did not have first aid and CPR training certification on file.

POI (Plan of Improvement)
The Program will have all staff members complete First Aid and CPR training within 90 days of employment, maintain evidence on file, and submit to the department when requested.

Correction Deadline: 6/23/2022

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 review of records that six out of six staff did not complete complete Program Orientation.

POI (Plan of Improvement)
The Program will ensure that all staff receive Initial Program Orientation prior to assignment to children or task.

Correction Deadline: 5/24/2022

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 based on review of records that three out of 12 staff did not completed the 10 hours health and safety training and one of 12 completed training after 90 days of employment.

POI (Plan of Improvement)
The Program will ensure all staff members complete the 10 hours health and safety training within the first 90 days of employment.

Correction Deadline: 6/23/2022

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 based on review of records that six out of 12 staff did not have 10 hours of ongoing training.

POI (Plan of Improvement)
The Program will ensure that all staff members complete 10 hour of ongoing training annually and submit to the department when requested.

Correction Deadline: 6/23/2022

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.