

**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:** 4/8/2025 **VisitType:** EX-CAPS-Monitoring**Arrival:** 10:30AM **Departure:** 1:50PM**EX-42595 EXMT-4336 EX-1 - Government
Albany State University Early Learning Center**504 College Drive, Albany GA 31705 Dougherty
County**Mailing Address**

Same

Exemption Unit Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
4/8/2025	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
Classroom - 2 Year Old	, Twos	2	10	Y	
Classroom - 3 Year Old	, Threes	2	10	Y	
Larger Playground		0	0	Y	
Playground		0	0	Y	
PreK	PreK	1	8	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 5

#Children Count: 28

Comments:

An in-person site visit was conducted on April 8th, 2025 for the purposes of CAPS Health and Safety Monitoring. The child care program is 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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(Summary Report)**Date:** 4/8/2025 **VisitType:** EX-CAPS-Monitoring**Arrival:** 10:30AM **Departure:** 1:50PM**EX-42595 EXMT-4336 EX-1 - Government**
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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****Met****Comment**

The Provider ensures there is a daily planned program of varied and developmentally appropriate activities observed with various teaching methods to accommodate different learning styles.

EX-HS-.F Equipment & Toys**Met****Comment**

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

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 Children's Records****Met****Comment**

Observed children's files as required. Each file contains the immunization records as well as the parental acknowledgment advising the program is not licensed nor required to be licensed. The children files are comprehensively organized in excellence.

Exemptions**EX-HS-.X Exemption Requirements****Met****Comment**

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date. The last fire inspection was conducted on September 28, 2024.

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.

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

The bathrooms are located inside of the child care areas and rooms.

EX-HS-.L Physical Plant(CS)	Met
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Comment

The facility appears to be very clean and well maintained.

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

The playgrounds were observed to be clean and in good repair.

Health and Hygiene

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

Hand washing requirements for children wearing pull ups were discussed with the Director on this date.

EX-HS-.H Hygiene	Met
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Comment

Hand washing was not observed during the visit but proper hand washing rules were discussed.

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

Observed medication stored inaccessible to children.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures	Met
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Comment

It was determined that the program provide parents a copy of its written policies and procedures.

Comment

Observed evidence of emergency preparedness written policies and procedures that describe the program's operations on this date. The Program does conduct regularly scheduled fire, tornado and lock down drills.

EX-HS-.T Required Reporting	Met
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Comment

There were an incident whereby DFACS was notified as well as the ASU police department.

Safety

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

Observed age-appropriate discipline policies on this date.

EX-HS-.S Field Trips	N/A
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Comment

The Program does not sponsor field trips.

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

The Program does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Records Reviewed: 9
Records with Missing/Incomplete Components: 3

Staff # 4 Not Met

Date of Hire: 08/19/2021

"Missing/Incomplete Components"

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

Staff # 7 Not Met

Date of Hire: 09/03/2024

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training

Staff # 9 Not Met

Date of Hire: 01/08/2024

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training

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 **Not Met**

Finding

EX-HS-.W(2) requires staff who provide direct care to children must satisfactorily obtain certification in first aid and pediatric CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records, five out of 12 staff members have not completed the first aid and pediatric CPR certification training.

POI (Plan of Improvement)

The Program will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and pediatric CPR training by the specified date.

Correction Deadline: 5/8/2025

EX-HS-.K Personnel Records **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 Staff Requirements **Met**

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-.P Staff Training **Not Met**

Technical Assistance

EX-HS-.P(1) - Technical assistance provided regarding the importance of ensuring Initial Orientation training for all staff members.

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 the review of records, two of 12 staff members have not completed health and safety training.

POI (Plan of Improvement)

The Program will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 5/8/2025

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 that is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university, vocational program, or other department-approved source. It was determined based on a review of records, two out of 12 staff members have not completed the annual ten hours of training.

POI (Plan of Improvement)

The Program will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 6/30/2025

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.