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: 4/22/2022 **VisitType:** Licensing Study **Arrival:** 4:30 PM **Departure:** 5:20 PM

CCLC-30690

YMCA Pryme Tyme Pooler Elementary

308 Holly Avenue Pooler, GA 31322 Chatham County
(912) 663-6624 becky.lehto@ymcaofcoastalga.org

Regional Consultant

Chrissy Miller

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6400 Habersham St. Suite A
Savannah, GA 31405

Quality Rated: No

Compliance Zone Designation		
04/22/2022	Licensing Study	Good Standing
11/15/2019	Licensing Study	Good Standing
09/26/2019	Complaint Closure	Good Standing

Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.
Support - Program performance is demonstrating a need for improvement in meeting rules.
Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	Cafeteria	Six Year Olds and Over	3	9	C	63	C	NA	NA	Snack
		Total Capacity @35 sq. ft.: 63			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 9		Total Capacity @35 sq. ft.: 63			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG 1	47	C

Comments
This is the second regulatory visit of the fiscal year.

Per the Site-Director, the center does not provide routine transportation, field trips, or swimming activities.

Plan of Improvement: Developed This Date 04/22/2022

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).

Please refer to 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

Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techical assistance is available!**

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at http://gbi.georgia.gov to access the Georgia Sex Offender Registry.

Refutation Process:

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 userid 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 rule number(s) that you are refuting, add the reason for disagreement regarding the rule 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.'

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Lori Lewis, Program Official	Date	Chrissy Miller, Consultant	Date

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Findings Report

Date: 4/22/2022 **VisitType:** Licensing Study **Arrival:** 4:30 PM **Departure:** 5:20 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR) **Met**

Comment
A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment
Center does not provide swimming activities.

Children's Records

Records Reviewed: 5 **Records with Missing/Incomplete Components: 3**

Child # 1 Met

Child # 2 Not Met
"Missing/Incomplete Components"
.08(3)-Address of Release Person Missing

Child # 3 Not Met
"Missing/Incomplete Components"
.08(1)(a)-Work Address Missing

Child # 4 Not Met
"Missing/Incomplete Components"
.08(1)(a)-Work Address Missing

Child # 5 Met

591-1-1-.08 Children's Records **Not Met**

Finding
591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the consultant's review of records that the two out of five records were missing the work addresses of the parents listed on the enrollment form and one out of five records was missing the address of who the Child may be released.

POI (Plan of Improvement)
Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 5/12/2022

Recited on 4/22/2022

Technical Assistance
591-1-1-.08(6) - Please ensure that the arrival and departure records include the signature or initials of the Parent or authorized person at the time of arrival and departure.

Correction Deadline: 4/22/2022

Facility

591-1-1-.19 License Capacity(CR) **Met**

Comment
Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment
Center appeared clean and well maintained.

591-1-1-.26 Playgrounds(CR) **Met**

Comment
The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **N/A**

Comment
No children enrolled who require diapering. School age children attend only for after school hours.

591-1-1-.17 Hygiene(CR) **Not Met**

Finding
591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on the consultant's observation that the children did not wash their hands after eating their snacks.

POI (Plan of Improvement)
The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 4/22/2022

591-1-1-.20 Medications(CR) — **Not Met**

Technical Assistance
591-1-1-.20(1) - Discussed with the Site-Director that all prescription and non-prescription medication requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. Additionally, the center can create an allergy or asthma action plan with the parent/legal guardian for each applicable child and such documentation should be kept at the center.

Correction Deadline: 4/22/2022

Finding
591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on the Director's statement that an enrolled child, in the program, is in possession of their prescription medication and therefore accessible to the children in care.

POI (Plan of Improvement)
The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 4/22/2022

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures — **Met**

Comment
Program observed complete emergency drills.

591-1-1-.27 Posted Notices — **Technical Assistance**

Technical Assistance
591-1-1-.27 - Please make sure that all required posted notices such as the menu, emergency plans, Director designees, and visitor check-in statement are posted and up to date.

591-1-1-.29 Required Reporting — **Met**

Comment
Thank you for reporting as required.

Safety

591-1-1-.11 Discipline(CR) — **Technical Assistance**

Technical Assistance
591-1-1-.11(2) - Discussed regulations regarding proper discipline procedures with the Site-Director including proper interactions between the staff and children when redirecting children.

Correction Deadline: 4/22/2022

591-1-1-.36 Transportation(CR) **N/A**

Comment
Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **N/A**

Comment
Sleeping/Naps are not required for this program. School age children attend only for after school hours.

Staff Records

Records Reviewed: 7 **Records with Missing/Incomplete Components: 0**

Staff # 1 Met
Date of Hire: 02/03/2022

Staff # 2 Met
Date of Hire: 02/18/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 3 Met

Staff # 4 Met

Staff # 5 Met

Staff # 6 Met
Date of Hire: 02/09/2022

Staff # 7 Met
Date of Hire: 02/02/2022

Staff Credentials Reviewed: 1

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment
Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR **Not Met**

Comment
Complete first aid kits observed in center.

Finding
591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver 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 Center 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 the consultant's review of records that the Director did not have evidence of completing a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. Additionally, the center did not have at least fifty percent (50%) of caregiver Staff present, during the visit, with certified training in CPR and first aid.

POI (Plan of Improvement)
The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 5/19/2022

591-1-1-.24 Personnel Records **Met**

Correction Deadline: 11/20/2019

Corrected on 4/22/2022
.24(1) - This rule was observed to be corrected. The center submitted requested personal documents for an administrative review within five business days as required for the center's Licensing study.

591-1-1-.33 Staff Training **Defer**

Defer
591-1-1-.33(3)- This rule has been deferred to the next visit. The current staff are within 90 days of their hire date to obtain evidence of completing their health and safety training.

POI (Plan of Improvement)
The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 12/15/2019

591-1-1-.31 Staff(CR) **Met**

Correction Deadline: 11/15/2019

Corrected on 4/22/2022
.31(1)(c) - The consultant observed this rule to be corrected. The Site-Director was observed to have evidence of a degree awarded by a university.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Met**

Comment
Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR) **Met**

Comment
Adequate supervision observed on this date.