

**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:** 6/25/2024**VisitType:** EX-Monitoring**Arrival:** 10:40AM **Departure:** 2:20PM**EX-47717 EXMT-13165 EX-1 - Government
Gwinnett County Board of Commissioners-
Environmental and Heritage Center**2020 Clean Water Drive, Buford GA 30519 Gwinnett
County
(678) 277-0927
Tania.Ballou@GwinnettCounty.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

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sherri.thompson@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
6/25/2024	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 (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
Downstairs 1	, Six and older	6	21	N	
Downstairs 2	, Six and older	3	20	Y	
Downstairs 3	, Six and older	4	21	Y	
Upstairs 1	, Six and older	3	20	Y	
Upstairs 2		0	0	N	
Upstairs 3	, Fives, Six and older	5	22	Y	

Group Sizes Met? N

Total # Non-Care Staff Present: 0

#Staff Count: 21

#Children Count: 104

Comments:

The purpose of today's visit was to conduct a monitoring visit. The program was found to be in compliance with their exemption category.

Corrective Action Plan:Developed This Date



Please refer the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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:** 6/25/2024**VisitType:** EX-Monitoring**Arrival:** 10:40AM **Departure:** 2:20PM**EX-47717 EXMT-13165 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) - Plans for summer camp were observed to be well organized.

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.

Children's Records**EX-HS-.C****Met****Comment**

EX-HS-.C(2) - Immunization records were observed for children receiving CAPS.

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

EX-HS-.X(2) - Parent statement was observed for a sample of three children's records.

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

EX-HS-.B(4) - Bathrooms were observed to be well stocked and clean on the date of the visit.

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

Please be mindful to keep items that pose a hazard inaccessible to children. No hazardous items were observed to be accessible to children in care at the time of the visit.

Comment

No equipment on the playground. The program uses available outdoor areas for walks and activities.

Health and Hygiene

Comment

No diapered children are enrolled.

Comment

Staff were observed to remind children to wash hands.

Comment

Observed medication stored inaccessible to children.

Finding

EX-HS-.I(1) requires Personnel to obtain specific written authorization from the child's physician or Parent in order to dispense prescription or non-prescription medications, except for first aid. 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. It was determined based on the Specialist's review of medication forms that the medication authorization form did not include name of the medication, prescription number, and dosage to be given. Medication had not been dispensed on the date of the visit.

POI (Plan of Improvement)

The Program will update their medication authorization form to include all required elements and parents will be asked to complete the new forms.

Correction Deadline: 7/19/2024

Policies and Procedures

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 the Specialist's review of the program's emergency plan that the following was not included in the plan: accommodations for children with disabilities, and children with chronic medical conditions, and continuity of operations.

POI (Plan of Improvement)

The Program will evaluate and revise required policies and procedures and have then updated by the start to the next camp season.

Correction Deadline: 8/8/2024

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

The program has demonstrated compliance with required reporting mandates.

Safety

EX-HS-.S	Met
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Comment

No field trips are offered

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

Age-appropriate discussion and/or redirection observed.

EX-HS-.R Transportation (CS)	Met
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Comment

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

No safe sleep policies are necessary. Program does not serve infants.

Staff Records

EX-HS-.K	Met
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Comment

EX-HS-.K(1) - Staff records were available for review.

EX-HS-.N	Met
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Comment

EX-HS-.N(1) - Individual in charge of the program was present at the time of the visit.

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

Criminal record checks were observed to be complete.

EX-HS-.W First Aid & CPR (NCP)	Met
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Comment

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

EX-HS-.P Staff Training (NCP)	Met
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Comment

Observed training for all staff members on this date.

Staffing and Supervision

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

Program observed to maintain appropriate staff: child ratios.

