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: 12/21/2023 **VisitType:** EX-Monitoring **Arrival:** 10:00AM **Departure:** 1:10PM

EX-42810 EXMT-4676 EX-7 - Day camp
Effingham YMCA

1224 Patriot Dr, Rincon GA 31326 Effingham County
(912) 826-2199
matthew.brown@ymcaofcoastalga.org

Mailing Address

Same

Regional Consultant

Brianne Walters

Phone: (912) 544-9775
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Joint with:

Compliance Zone Designation		
12/21/2023	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
Gym	, Fives, Six and older	6	47	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 6 #Children Count: 47

Comments:
The purpose of the visit was to complete a CAPS Monitoring Visit.

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 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@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).

(Findings Report)

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The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-.F Equipment & Toys (CS) **Not Met**

Finding
EX-HS-.F(2)(a-b) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined that the following was present in the gym: five rectangle tables and one round table were stored leaning against the walls and in danger of falling over or being pulled over, a broken wood pallet with sharp pieces of wood and exposed nails was present, a wood shelving unit used as the lost and found cabinet was broken and unstable.

POI (Plan of Improvement)
The Program will ensure equipment and furniture is in good condition and free of hazards and will monitor the room for any potential hazards.

Correction Deadline: 12/31/2023

EX-HS-.Q Swimming Pools & Water-related Activities (CS) **Technical Assistance**

Technical Assistance
Swimming rules discussed in detail regarding the use of the pool and pond for canoeing in the summer camp program.

Exemptions

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

Comment
Program was observed operating within their approved criteria.
It was discussed that the Category 7 exemption category is only approved for children age 5 and older. Children that are a part of the licensed program on site should not be housed in the same area at the same time with children of the exempt program at any time.

Facility

EX-HS-.L Physical Plant (NCP) **Not Met**

Technical Assistance
The following was observed in the gym:
-Dirt and debris was observed on the floor and around the edges of the gym.
-Juice spilled and staining present on the gym floor.
-Many boxes were stored in the gym that cluttered the play area.
-Paint was chipping and peeling on the walls throughout the gym.

Finding
EX-HS-.L(3) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined that hazardous items were accessible to children in the gym as follows:
A first aid kit, staff purse in reach on a shelving unit, cleaning supplies in an unlocked metal cabinet
-rope with a loop at the end on a wall in reach of children (used to pull back curtain down the center of the gym)
-An extension cord was draped from the office across the gym floor.

POI (Plan of Improvement)
The Program will remove any potential hazards and monitor space for any hazards.

Correction Deadline: 12/21/2023

EX-HS-.M Playgrounds (CS) **Technical Assistance**

Technical Assistance
Since the program uses outdoor areas that are not completely enclosed with a fence, the program official will create a written plan to detailing how children are protected from vehicular traffic, water hazards to include the pond on site, and any other potential hazards while participating in outdoor play.
In addition, any areas that are used for outdoor play should meet the required standards and be free of any hazards on the equipment and grounds and resilient material and fall zones should be adequate.

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
Handwashing was not observed, but was discussed. A copy of the standards were discussed and emailed to the director.

EX-HS-.I Medications (CS) **Not Met**

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 that medication authorization forms were not complete when the following was observed:
-One form lacked dates for the medication to be given and lacked the parent signature
-One form documented that a medication was given on several dates beyond the dates that were authorized by parent on the form.

POI (Plan of Improvement)
The Program will review forms for completeness prior to giving and will ensure that the medications are only given per the written instructions from parents on the form.

Correction Deadline: 12/21/2023

Policies and Procedures

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

Comment
It was determined that the program provides parents a copy of the program's written policies and procedures. The program had written emergency procedures and performs fire and other emergency drills as required.

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

Comment
There were no incidents or injuries that required reporting.

Safety

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

Comment
Age-appropriate discussion and/or redirection observed.

EX-HS-.R Transportation (CS) **Not Met**

Comment
Program does not provide routine transportation.

Finding
EX-HS-.R(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Program.
It was determined that for a field trip taken during the summer camp on July 5, 2023 a checklist was not used to account in writing for the loading and unloading of children on the field trip at each location.

POI (Plan of Improvement)
The Program will maintain a checklist for accounting for children for each field trip taken. Program director was shown the sample forms on the website and discussed in detail.

Correction Deadline: 12/22/2023

Sleeping & Resting Equipment

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

Comment
No safe sleep policies are necessary.

Staff Records

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

Technical Assistance
It was determined that one (1) of 25 staff members did not have their background check determination ported from the CCLC licensed program to the exempt program. The staff will submit new fingerprints and have a determination letter associated with the exempt program.

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

Comment
Observed in staff files, evidence of staff training in CPR and first aid for all required staff.

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

Comment
Observed training for all staff required staff members in staff files this date.

Staffing and Supervision

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

Comment
Adequate staff:child ratios were observed on this date.

Technical Assistance
Discussed supervision requirements with the director. It was observed during the visit that two school age children were playing with a round table leaning against a wall and staff were unaware.