



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: 12/14/2022 **VisitType:** Licensing Study

Arrival: 10:40 AM

Departure: 2:00 PM

CCLC-53606

Woodson Park YMCA Early Learning Center

1571 Donald Lee Hollowell Parkway Atlanta, GA 30318 Fulton County
 (404) 527-7300 melindal@ymcaatlanta.org

Regional Consultant

Lajuana Williams

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Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation			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.
12/14/2022	Licensing Study	Good Standing	
02/24/2022	Incident Investigation/Monitoring Visit	Good Standing	
02/24/2022	Incident Investigation Closure	Good Standing	
			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	A- (1L) 134	Three Year Olds	3	12	C	29	C	NA	NA	Centers
Main	B- (2L) Pre-K/HS 130	Four Year Olds and Five Year Olds	2	14	C	29	C	NA	NA	Music
Main	C- (3L) 128	Four Year Olds and Five Year Olds	2	15	C	28	C	NA	NA	Music, Transitioning
Main	D- (3R) 155	Infants and One Year Olds	2	3	C	27	C	NA	NA	Nap
Main	E- (2R) 160	One Year Olds and Two Year Olds	3	12	C	28	C	NA	NA	Transitioning, Lunch, Floor Play
Main	F- (1R) 162	Two Year Olds and Three Year Olds	2	8	C	27	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 168					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 64					Total Capacity @35 sq. ft.: 168					
					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A (Back) 2-5 year olds	50	C
Main	Playground B (Front Left) 6wks- 12 months	13	C
Main	Playground C (Front Right) 1- 5 years	23	C

Comments

LS conducted this date.

Plan of Improvement: Developed This Date 12/14/2022

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.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



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 at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical 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)

Melinda Long, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 12/14/2022 **VisitType:** Licensing Study

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Departure: 2:00 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

Equipment and furniture observed to be properly secured, as applicable.

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: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please ensure relationship to parent/guardian is also maintained on file for all authorized release persons. Additionally, please ensure complete parental agreements are maintained on file for each child.

Correction Deadline: 12/14/2022

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

No hazards observed accessible to children on this date.

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

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.18 Kitchen Operations **Not Met**

Finding

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the thermometer for the milk refrigerator read 50 degrees.

POI (Plan of Improvement)

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

Correction Deadline: 12/14/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Met**

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR) **Met**

Comment

Proper hand washing observed throughout the center. Please ensure all automatic sinks have warm running water.

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

Comment

Discussed proper medication documentation and procedures.

Finding

591-1-1-.20(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 observation that an authorization was not maintained on file for Albuterol stored in room 134. The medicine had not been dispensed.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 12/14/2022

Finding

591-1-1-.20(2) requires that written authorization to dispense medication is limited to two weeks unless otherwise prescribed by a physician or authorized under Georgia law. Medication shall only be dispensed out of its original container which must be labeled with the child's name or as authorized under Georgia law. It was determined based on observation that an Epi-pen injector was stored in room 160 without current physician authorization. The medicine had not been dispensed.

POI (Plan of Improvement)

The Center will train all Staff on the medication requirements. The designated person(s) will monitor the dispensing of medications.

Correction Deadline: 12/14/2022

Policies and Procedures**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)**Met****Comment**

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

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)****Met****Comment**

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Staff # 1	Met
Date of Hire: 01/25/2021	
Staff # 2	Met
Date of Hire: 11/01/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 01/25/2021	
Staff # 4	Met
Date of Hire: 08/08/2022	
Staff # 5	Met
Date of Hire: 12/12/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6	Not Met
Date of Hire: 08/08/2022	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 7	Not Met
Date of Hire: 11/08/2021	
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.	
Staff # 8	Met
Date of Hire: 09/27/2011	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 09/12/2022	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 09/13/2017	
Staff # 13	Met
Date of Hire: 08/01/2022	
Staff # 14	Met
Date of Hire: 12/07/2017	

Staff # 15	Met
Date of Hire: 10/11/2021	
Staff # 16	Met
Date of Hire: 10/28/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 17	Met
Date of Hire: 12/07/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18	Met
Date of Hire: 11/28/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 19	Met
Date of Hire: 08/01/2006	
Staff # 20	Met
Date of Hire: 08/08/2022	
Staff # 21	Met
Date of Hire: 07/06/2011	
Staff # 22	Met
Date of Hire: 09/12/2022	
Staff # 23	Met
Date of Hire: 11/29/2011	
Staff # 24	Met
Date of Hire: 12/14/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 25	Met
Date of Hire: 12/05/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 26	Met
Date of Hire: 12/05/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 27	Met
Date of Hire: 11/01/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 28	Met
Date of Hire: 01/25/2021	

Staff # 29 Not Met
 Date of Hire: 10/25/2021
"Missing/Incomplete Components"
 .14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 30 Met
 Date of Hire: 09/27/2021

Staff # 31 Met
 Date of Hire: 05/16/2022

Staff # 32 Met

Staff # 33 Met

Staff Credentials Reviewed: 5

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 Met

Comment

Please be mindful of training expiration dates.

591-1-1-.33 Staff Training Not Met

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on the observation of staff records that Staff #6 did not have the 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: 1/13/2023

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on observation of staff records that Staff # 7 did not have four hours of nutrition training.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 1/13/2023

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

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

Met

Correction Deadline: 2/24/2022

Corrected on 12/14/2022

.32(7) - Previous cite corrected. Observed appropriate supervision this date and staff rotating around classrooms. Staff have copies of attendance in their book bags when they left classrooms. Frequent checks will be conducted to ensure all children are present when the classes transition from one area to another.