

**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.al.ga.gov

**(Cover Sheet)****Date:** 10/30/2023**VisitType:** EX-Monitoring**Arrival:** 10:00AM**Departure:** 12:15PM**EX-43132 EXMT-5200 EX-7 - Day camp****Northwest Family YMCA**

1700 Dennis Kemp Lane, Kennesaw GA 30152

Cobb County

(770) 423-9622 MackenzieD@ymcaatlanta.org

**Mailing Address**

Same

**Regional Consultant**

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.al.ga.gov

Joint with:

| <b>Compliance Zone Designation</b> |               |            | <b>Prevention Action Category</b> | <b>IntermediateAction Category</b> | <b>Dismissal Action Category</b> |
|------------------------------------|---------------|------------|-----------------------------------|------------------------------------|----------------------------------|
| 10/30/2023                         | EX-Monitoring | Prevention | <b>Prevention Level 1 (P1)</b>    | <b>Intermediate Level 1 (I1)</b>   | <b>Dismissal (D)</b>             |
|                                    |               |            | Technical Assistance              | Corrective Action Plan             | Dismissal                        |
|                                    |               |            |                                   | Office Conference                  | Disqualification                 |
|                                    |               |            | <b>Prevention Level 2 (P2)</b>    | <b>Intermediate Level 2 (I2)</b>   |                                  |
|                                    |               |            | Citation                          | Fine (Level1 or 2)                 |                                  |
|                                    |               |            | Plan of Improvement               |                                    |                                  |
|                                    |               |            | <b>Prevention Level 3 (P3)</b>    | <b>Intermediate Level 3 (I3)</b>   |                                  |

Staff: Child Ratios

| <b>Room Description</b> | <b>Age Groups</b> | <b>Staff Count</b> | <b>Children Count</b> | <b>State Ratio Met</b> | <b>Notes</b> |
|-------------------------|-------------------|--------------------|-----------------------|------------------------|--------------|
| Swimming Pool           |                   | 0                  | 0                     | Y                      |              |
| The Cabin               |                   | 0                  | 0                     | Y                      |              |
| The Corner              |                   | 0                  | 0                     | Y                      |              |
| The Hole                |                   | 0                  | 0                     | Y                      |              |
| The Oval                |                   | 0                  | 0                     | Y                      |              |
| The Pavillion           |                   | 0                  | 0                     | Y                      |              |
| The Range               |                   | 0                  | 0                     | Y                      |              |
| The Stage               |                   | 0                  | 0                     | Y                      |              |

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 0

Comments:

A CAPS Monitoring Visit was completed on October 30, 2023. The Specialist met with Ms. Duvall, the program director and was also joined by DECAL manager Ms. Powell.

Corrective Action Plan:No Plan Developed



Please refer the website, <http://www.dec.state.ga.us/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@dec.al.ga.gov](mailto: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:** 10/30/2023**VisitType:** EX-Monitoring**Arrival:** 10:00AM**Departure:** 12:15PM**EX-43132 EXMT-5200 EX-7 - Day camp  
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Joint with:

**The following information is associated with a Exemption Monitoring:****Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(1) - Outdoor summer camp. A variety of play equipment were observed during the visit.

**EX-HS-.F Equipment & Toys (CS)****Technical Assistance****Technical Assistance**

A variety of equipment and toys were observed throughout the Program. Replace or repair one of the wooden board observed separated from the Gaga ball pit before children are allowed to use it.

**EX-HS-.Q Swimming Pools & Water-related Activities (CS)****Met****Comment**

Swimming standards discussed and current lifeguard certification observed on this day. All children to take a swimming test prior to participating in swimming activities.

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

Outdoor summer camp. Emergency preparedness plan discussed on this day.

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

EX-HS-.B(3) - Program rented portable toilets with sink.

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

Outdoor summer camp. Emergency preparedness plan was discussed on this day.

**EX-HS-.M Playgrounds (CS)****N/A****Comment**

No playground provided. The summer program is completely outdoors.

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

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

**Comment**  
Discussed proper medication documentation and procedures.

**Comment**  
Written parental authorization and documentation for medication dispensing observed.

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

|                                                  |     |
|--------------------------------------------------|-----|
| 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.

**Comment**  
Observed the Program's written emergency plan on this date.

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

**Comment**  
There were no incidents or injuries that required reporting.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

|          |     |
|----------|-----|
| EX-HS-.S | Met |
|----------|-----|

**Comment**  
EX-HS-.S(1) - Fieldtrips conducted off site. Written permission to attend fieldtrips were observed on this day.

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

**Comment**  
Determined age-appropriate discipline is communicated to staff on this date.

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

**Comment**  
Checklist, permission forms, and proper check of the vehicle after transportation were discussed with the director. The program reported hiring a transportation company to transport children.

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

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

**Comment**  
No infants are enrolled.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

Technical Assistance

Any person under the age of 18 should not be left unsupervised with children at any time and must be under direct supervision of a staff member with a Comprehensive satisfactory background check.

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

Met

Comment

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

EX-HS-.P Staff Training (NCP)

Not Met

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 review of documentation that 14 out of 23 staff members did not complete the 10 hours health and safety training within 90 days of employment.

POI (Plan of Improvement)

The Program will ensure that staff members complete the health and safety training within 90 days of employment and submit to the department for review when requested.

Correction Deadline: 11/29/2023

Staffing and Supervision

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

Met

Comment

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date.