



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: 3/15/2022

VisitType: EX-Monitoring

Arrival: 3:00PM

Departure: 3:35PM

EX-42977 EXMT-4957 EX-1 - Government Sweetwater Elementary

2505 East County Line Road, Lithia Springs GA 30122 Douglas County (770) 651-4600 carmen.long@dcssga.org

Mailing Address

Same

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.al.ga.gov

Joint with:

Table with columns: Compliance Zone Designation, Prevention Action Category, Intermediate Action Category, Dismissal Action Category. Rows include Prevention Level 1 (P1), Prevention Level 2 (P2), and Prevention Level 3 (P3) with corresponding actions like Technical Assistance, Citation, and Plan of Improvement.

Staff: Child Ratios

Table with columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows include 202, Cafeteria, Libray, and Music Room.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 17

Comments:

On March 15, 2022, an in-person visit was conducted at the facility for the purpose of CAPS Monitoring. On March 23, 2022, an administrative review was completed to review required documents.

Corrective Action Plan: Developed This Date



Please refer the website, http://www.dec.al.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 Maximus or the CAPS 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).

Director/Person-in-charge Signature_____

Printed Name_____ Date_____

Specialist Signature_____ Date_____



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(Summary Report)

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The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-F Equipment & Toys (CS)

Met

Comment

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

EX-HS-Q Swimming Pools & Water-related Activities (CS)

N/A

Comment

Program does not provide swimming activities.

Children's Records

EX-HS-.C

Not Met

Finding

EX-HS-.C(2) requires Program Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the Program on a form approved by the Department, and to allow no child to continue enrollment in the Program for more than thirty (30) days without such evidence. It was determined based on review of records that the program did not submit children's immunizations records for three out of three records reviewed.

POI (Plan of Improvement)

The Program will submit to the department children's immunizations or signed affidavit when requested.

Correction Deadline: 3/25/2022

Exemptions

EX-HS-X Exemption Requirements (NCP)

Not Met

Finding

EX-HS-X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on review of documentation that the program did not submit a fire inspection report completed by the Fire Marshal.

POI (Plan of Improvement)

The program will schedule a fire inspection with the Fire Marshal and submit the report to the department when requested.

Correction Deadline: 3/15/2022

Facility

Technical Assistance

EX-HS-B(4) - One bathroom did not have liquid soap. Please ensure all bathrooms have liquid soap available for children's use.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

Comment

Program appears clean and well maintained.

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

No playground provided

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 rules were discussed.

EX-HS-I Medications (CS)**N/A****Comment**

Medication is not dispensed

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.

Comment

Observed evidence of written policies and procedures that describe the Program's operations on this date.

Comment

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

EX-HS-T Required Reporting (NCP)**Not Evaluated****Comment**

There were no incidents or injuries that required reporting.

Safety**EX-HS-S****N/A****Comment**

No field trips are offered

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

Staff were observed to maintain an age appropriate learning environment on this date.

EX-HS-.R Transportation (CS)**N/A****Comment**

Program does not provide routine transportation.

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

No infants are enrolled.

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

Staff # 1

Not Met

Date of Hire: 07/28/1999

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours

Staff # 2

Not Met

Date of Hire: 07/28/1990

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours

Staff # 3

Not Met

Date of Hire: 08/01/1993

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours

Staff # 4

Not Met

Date of Hire: 08/01/2019

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.K(1)-No Record

Staff # 5

Not Met

Date of Hire: 08/07/2019

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.P(4)-Annual Training 10 Hours

EX-HS-.K**Technical Assistance****Technical Assistance**

EX-HS-.K(1) - The Program will maintain personnel records for all employees and submit to the department when requested.

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

Criminal record checks were observed to be complete.

EX-HS-.W First Aid & CPR (NCP)**Not Met****Finding**

EX-HS-.W(1) requires Program 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 Program 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 review of records that five out of five staff did not have First Aid training on file.

POI (Plan of Improvement)

The Program will have all staff members complete First Aid and CPR training, maintain evidence on file, and submit to the department when requested.

Correction Deadline: 4/14/2022

EX-HS-.P Staff Training (NCP)**Not Met****Finding**

EX-HS-.P(4) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that five out of five staff members did not have 10 hours of ongoing training.

POI (Plan of Improvement)

The Program will ensure that all staff members complete 10 hour of ongoing training annually and submit to the department when requested.

Correction Deadline: 4/14/2022

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

Program observed to maintain appropriate staff: child ratios.