



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: 11/15/2021

VisitType: EX-Monitoring

Arrival: 3:00PM

Departure: 3:40PM

**EX-48983 EXMT-14362 EX-1 - Government
Fort Valley State University Child Development
Center**

1101 Carver Drive, Fort Valley GA 31030 Peach
County
(478) 825-6890 francine.hollis@fvsu.edu

Mailing Address

1005 State University Drive/ P.O. Box 4622
FVSU, GA 31030

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
11/15/2021	EX-Monitoring	NA	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 (Level 1 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
1 & 2 Year Old Classroom		0	0	Y	No children were present
3 Year Old Classroom	, Threes	2	10	Y	Learning Centers
Playground	, Twos	4	11	Y	Playtime

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 6

#Children Count: 21

Comments:

A Random Health and Safety Monitoring visit was completed November 15, 2021, due to COVID-19. The virtual visit was conducted virtually via Zoom with Dr. Francine Hollis and Ms. Cheryl Jones. We discussed the Health and Safety Protocols regarding COVID 19. During drop off, a designated staff member dressed in the appropriate PPE, greets the children at their cars. The staff administers a health assessment and direct observation is utilized to gauge the health of the child. Temperature checks are also conducted by the staff. All children and staff entering the building wash their hands upon entry. The children are then escorted to their classrooms. Parents are not allowed to enter the building. Students and staff members are required to wear a mask. Handwashing/sanitation practices are completed before eating, after playtime and toileting. It was determined through the observation of records and through discussion, the program is operating as approved.

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.dec.state.ga.us/CCS/Regulations.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.state.ga.us.

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 _____



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

(Summary Report)

Date: 11/15/2021

VisitType: EX-Monitoring

Arrival: 3:00PM

Departure: 3:40PM

**EX-48983 EXMT-14362 EX-1 - Government
Fort Valley State University Child Development
Center**

1101 Carver Drive, Fort Valley GA 31030 Peach
County
(478) 825-6890 francine.hollis@fvsu.edu

Mailing Address

1005 State University Drive/ P.O. Box 4622
FVSU, GA 31030

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-.A

Met

Comment

EX-HS-.A(3) - Provider does provide a daily prescribed program of varied and developmentally appropriate activities using the Georgia Early Learning and Development Standards (GELDS) and High Scope curriculums that promotes the social, emotional, physical, cognitive, language and literacy development of each child. Staff provides a variety of teaching methods to accommodate the needs of the children's different learning styles.

EX-HS-.F Equipment & Toys (CS)

Met

Comment

The equipment and furniture were observed to be properly secured and clean, as applicable. All tables, chairs, and games etc. are wiped down and sanitized at the beginning and end of the day, as well as before and after meal times. Soft toys are placed in a washing machine and sanitizing tubs are utilized for other items that require cleaning.

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

N/A

Comment

It was determined through discussion the Program does not provide swimming activities.

Children's Records

EX-HS-.C

Met

Comment

EX-HS-.C(4) - The Provider does maintain a file for each child while such child is in care at the program. The file does contain the following: identifying information about the child to include: name, date of birth, gender, address, and names of both Parents, if applicable, cell phone and emergency contact information as well as the person(s) to whom the child may be released. The files includes copies of the child's birth certificate and immunization records. The file also contains a signature from each parent advising they are aware the program is not licensed and is not required to be licensed.

Exemptions

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

EX-HS-.X(1) - The Program is in compliance with the posting of the Exemption Approval letter and certificate. Both are adjacent to each other and placed in a prominent area in the main lobby.

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

EX-HS-.B(5) - It was determined through observation; the bathrooms are located adjacent to the child care areas. The Specialist was able to observe that the bathrooms does contain a sink with running "hot" water. The supplies are within easy reach for the children and equipped with soap, toilet tissue and single-use towels.

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

It was determined through the observation of records the Provider meets the standard and is in compliance with the local fire safety agencies and building authorities on this date.

EX-HS-.M Playgrounds (CS)**Met****Comment**

It was determined through observation that the playground is enclosed in a fence, clean and free of any debris and/or hazards. The playground equipment provides an opportunity for the children to engage in a variety of experiences and as structured is age-appropriate.

Health and Hygiene**EX-HS-.U Diapering Areas & Practices (CS)****Met****Comment**

Hand washing requirements for diapering were discussed with the Director on this date.

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**

It was determined through discussion the provider does not administer medication.

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 policy and procedures handbook also includes emergency preparedness and safety precautions for fire, tornado, lock down, severe weather, active shooter, bomb threat, hazardous material release, and suspicious package. Drills are conducted and executed semi-annually with the Campus Safety team.

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

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S

N/A

Comment

The Program does not sponsor field trips.

EX-HS-.E Discipline (CS)

Met

Comment

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

EX-HS-.R Transportation (CS)

N/A

Comment

The Program does not provide routine transportation.

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements (CS)

Met

Comment

Napping was discussed however not observed.

Staff Records

Records Reviewed: 48

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 09/20/1996	
Staff # 2	Met
Date of Hire: 03/02/2020	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 02/04/2019	
Staff # 5	Met
Date of Hire: 08/25/2021	
Staff # 6	Met
Date of Hire: 01/15/2017	
Staff # 7	Met
Date of Hire: 01/29/2018	
Staff # 8	Met
Date of Hire: 01/14/2019	
Staff # 9	Met
Date of Hire: 02/06/2019	
Staff # 10	Met
Date of Hire: 08/25/2021	

Staff # 11 Date of Hire: 08/23/2021	Met
Staff # 12 Date of Hire: 06/03/2019	Met
Staff # 13 Date of Hire: 08/01/2021	Met
Staff # 14 Date of Hire: 02/04/2019	Met
Staff # 15	Met
Staff # 16 Date of Hire: 08/01/2004	Met
Staff # 17 Date of Hire: 03/21/2019	Met
Staff # 18 Date of Hire: 02/25/2019	Met
Staff # 19 Date of Hire: 09/10/2019	Met
Staff # 20 Date of Hire: 02/06/2019	Met
Staff # 21 Date of Hire: 08/27/2021	Met
Staff # 22 Date of Hire: 03/09/2020	Met
Staff # 23 Date of Hire: 11/26/2018	Met
Staff # 24	Met
Staff # 25 Date of Hire: 08/12/2013	Met
Staff # 26 Date of Hire: 06/03/2019	Met
Staff # 27 Date of Hire: 06/03/2021	Met

Staff # 28 Date of Hire: 02/05/2019	Met
Staff # 29 Date of Hire: 11/01/1989	Met
Staff # 30 Date of Hire: 09/20/2018	Met
Staff # 31	Met
Staff # 32 Date of Hire: 08/19/2021	Met
Staff # 33 Date of Hire: 10/08/2018	Met
Staff # 34 Date of Hire: 08/15/2021	Met
Staff # 35 Date of Hire: 08/19/2021	Met
Staff # 36 Date of Hire: 08/19/2021	Met
Staff # 37 Date of Hire: 11/01/2018	Met
Staff # 38 Date of Hire: 05/27/2008	Met
Staff # 39	Met
Staff # 40 Date of Hire: 11/27/2018	Met
Staff # 41 Date of Hire: 08/23/2021	Met
Staff # 42 Date of Hire: 08/19/2021	Met
Staff # 43 Date of Hire: 08/01/2016	Met
Staff # 44 Date of Hire: 08/01/2017	Met

Staff # 45 Met
 Date of Hire: 02/06/2019

Staff # 46 Met
 Date of Hire: 02/06/2019

Staff # 47 Met
 Date of Hire: 11/27/2018

Staff # 48 Met
 Date of Hire: 08/25/2021

EX-HS-.K Met

Comment

EX-HS-.K(1) - It was determined by the observation of records the program does maintain a personnel file on all staff.

EX-HS-.N Met

Comment

EX-HS-.N(1) - The Director/Administrator is responsible for the supervision, operation and maintenance of the program. The Director/Administrator is on the premises and if absent from the program at any time during the hours of operation, there is an officially designated person on-site to assume responsibility for the operation of the program.

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

Comment

It was determined by the observation of records, six (6) out of six (6) employees are compliant regarding the completion of the Criminal Record Checks through DECAL.

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

Comment

It was determined by the observation of records, six (6) out of six (6) employees have met the standard regarding the completion of CPR/First Aid training.

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

Comment

It was determined by the observation of records, six (6) out of six (6) employees have met the standard regarding the completion of their Health & Safety Orientation training. It was also noted during the observation of records that five (5) out of six (6) employees have met the Annual 10 hour training requirements.

Staffing and Supervision

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

Comment

Adequate supervision observed on this date.