



**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:** 12/1/2021    **VisitType:** Licensing Study    **Arrival:** 4:30 PM    **Departure:** 5:00 PM

**CCLC-30525**

**YMCA Pryme Tyme Otis Brock Elementary**

1804 Stratford Street Savannah, GA 31415 Chatham County  
(912) 663-0295 becky.lehto@ymcaofcoastalga.org

**Regional Consultant**

Chrissy Miller

Phone: (770) 408-5457

Fax: (770) 408-5461

chrissy.miller@decal.ga.gov

**Mailing Address**

6400 Habersham St. Suite A  
Savannah, GA 31405

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
12/01/2021	Licensing Study	Good Standing	
10/10/2019	Licensing Study	Good Standing	
04/10/2019	Monitoring Visit	Good Standing	

**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	Cafeteria	Four Year Olds and Five Year Olds and Six Year Olds and Over	4	7	C	73	C	NA	NA	Clean Up, Transitioning, Supper
Total Capacity @35 sq. ft.:			73			Total Capacity @25 sq. ft.:			0	
Total # Children this Date: 7			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGD-1(grass)	71	C
Main	PGD-Basketball ct	11	C

**Comments**

An Administrative Review was conducted on November 30, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 1, 2021 with the Site-Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 12/01/2021

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.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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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), e-mail the following information to [CCSRefutations@decal.ga.gov](mailto:CCSRefutations@decal.ga.gov).

- 1) Facility name, license 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 rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx>

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)

\_\_\_\_\_  
Carolyn Chisholm, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chrissy Miller, Consultant

\_\_\_\_\_  
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.DECAL.GA.GOV

### Findings Report

**Date:** 12/1/2021    **VisitType:** Licensing Study    **Arrival:** 4:30 PM    **Departure:** 5:00 PM

**CCLC-30525**

**YMCA Pryme Tyme Otis Brock Elementary**

1804 Stratford Street Savannah, GA 31415 Chatham County  
(912) 663-0295 becky.lehto@ymcaofcoastalga.org

**Mailing Address**

6400 Habersham St. Suite A  
Savannah, GA 31405

**Regional Consultant**

Chrissy Miller

Phone: (770) 408-5457

Fax: (770) 408-5461

chrissy.miller@decal.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center during the virtual inspection.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 0**

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

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08(1) - Please ensure that the Physician's information (Name and phone number) is included on the enrollment. Please also ensure that the parent's work address is included on the enrollment form. The consultant observed one out of four records missing the Physician's information and parent's work address.

**Correction Deadline: 12/7/2021**

**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**

Center appears clean and well maintained during the virtual inspection. Please be mindful to keep items that pose a hazard inaccessible to children.

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

A virtual visit was completed due to COVID-19. The grass and the mulch on the playground appeared to be well maintained. Please fluff and redistribute the mulch as needed. Please be mindful to communicate any repairs needed and potential hazards to the school as needed. Please conduct daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****N/A****Comment**

No children enrolled who require diapering. School age children attend only for after school hours.

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

The staff stated proper knowledge of hand washing procedures during the virtual inspection. The consultant also observed hand washing supplies in the bathrooms.

**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures****591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(1)(p) - Please update the center's written emergency plan to include procedures for lost/missing children.

**Correction Deadline: 12/12/2021****Technical Assistance**

591-1-1-.21(3) - Please be sure to review and document the review of the center's written emergency plans and lockdown drills every six months as indicated.

**Correction Deadline: 12/12/2021****591-1-1-.29 Required Reporting****Met****Comment**

Thank you for reporting as required.

**Safety**

---

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

A virtual visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Site-Director on this date.

---

**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)****N/A****Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

---

**Staff Records**

---

**Records Reviewed: 6****Records with Missing/Incomplete Components: 1**

---

Staff # 1

Met

Date of Hire: 03/20/2010

Staff # 2

Met

Staff # 3

Not Met

Date of Hire: 08/08/2021

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Met

Date of Hire: 09/04/2021

Staff # 5

Met

Date of Hire: 09/21/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 6

Met

---

**Staff Credentials Reviewed: 2**

---

---

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(l)2. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer. It was determined based on the consultant's review of records that a staff member #3 did not obtain a new comprehensive background check after being absent from the child care industry for more than 180 calendar days (6 months) or longer as required. The staff members were present with children at the center between the dates of August 8, 2021 to October 26, 2021.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will immediately require a new Comprehensive Records Check Determination for Directors, Employees or Provisional Employees Employee's when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

**Correction Deadline: 12/1/2021**

---

**591-1-1-.14 First Aid & CPR**

**Met**

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

---

**591-1-1-.33 Staff Training**

**Technical Assistance**

**Technical Assistance**

591-1-1-.33(4) - Please ensure that within the first year of employment, the immediate supervisor of the site will need to obtain at least four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

**Correction Deadline: 1/6/2022**

---

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
---------------------------------

---

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios during the virtual inspection.

---

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

**Met**

**Comment**

Adequate supervision observed on this date. A virtual visit was conducted due to the COVID-19 pandemic.