



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: 11/22/2022 **VisitType:** EX-Monitoring

Arrival: 10:00AM **Departure:** 1:45PM

EX-45357 EXMT-10901 EX-7 - Day camp
J.A. Walters YMCA Child Watch & Kid's Time Day Camp

2455 Howard Road, Gainesville GA 30501 Hall
 County
 (770) 297-9622 amy.kienle@gamountainsymca.org

Mailing Address

Same

Regional Consultant

Sherri Thompson

Phone: (770) 357-7038

Fax: (770) 357-7037

sherri.thompson@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
11/22/2022	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
"Outdoor Gym"		0	0	N	
Aerobic Studio		0	0	N	
Art and Reading Room	, Six and older	3	27	Y	
Cafe	, Six and older	1	15	Y	
Computer Lab		0	0	N	
Gym	, Fours, Fives, Six and older	2	27	N	Swimming observed for this group
Sick Room		0	0	N	

Group Sizes Met? N

Total # Non-Care Staff Present: 0

#Staff Count: 6

#Children Count: 69

Comments:

An onsite CAPS monitoring visit was conducted on November 22, 2022. The program was found to be operating within their Category 7 exemption status. The program will submit a follow-up email regarding criminal background checks each day to the Specialist each day until all staff have acquired satisfactory background checks issued by the Department.

Corrective Action Plan: Developed This Date



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 _____



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(Summary Report)

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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(2)(a)-(c) - Individual attention was observed to be given by staff to children during the date of the on site.

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

Comment

A variety of equipment and toys were observed throughout the Program.

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

Comment

Lifeguard is certified and present.

Comment

There are enough staff present to safely supervise.

Children's Records

EX-HS-.C **Met**

Comment

EX-HS-.C(3) - Program has not had any incidents that are required to be reported to the Department in the last year.

Exemptions

EX-HS-.X Exemption Requirements (NCP) **Technical Assistance**

Technical Assistance

EX-HS-.X(2) - Ensure the Exemption Parent statement is added to the enrollment information for parent electronic signature. This item is currently listed in the Handbook only.

Facility

EX-HS-.B **Met**

Comment

EX-HS-.B(5) - Bathrooms were observed to be clean and well stocked with soap, paper towels, and toilet paper.

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

Observed approval from the fire safety agency on this date.

EX-HS-.M Playgrounds (CS)**Technical Assistance****Technical Assistance**

EX-HS-.M(1) - The outdoor playground was not fenced. No less than two staff are required to be on the playground at all times. Staff will circulate routinely, conduct head counts routinely, and children will use playground borders as a visual boundary.

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)**Not Evaluated****Comment**

Medication was not observed present during today's visit.

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.

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

There were no incidents or injuries that required reporting.

Safety**EX-HS-.S****Not Evaluated****Comment**

No field trips are offered during holiday camps.

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

Observed age-appropriate discipline policies on this date.

EX-HS-.R Transportation (CS)**Not Evaluated****Comment**

There is no transportation during holiday camps for any reason. Summer Camps may transport for field trip purposes only.

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

No infants are enrolled.

Records Reviewed: 32

Records with Missing/Incomplete Components: 17

Staff # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing,EX-HS-.P(3)-Health and Safety Training	
Staff # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 6	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 7	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 8	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 12	Met
Staff # 13	Met
Staff # 14	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	

Staff # 15	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 16	Met
Staff # 17	Not Met
Date of Hire: 12/29/2016	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 18	Met
Staff # 19	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 20	Met
Staff # 21	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 22	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 27	Met
Staff # 28	Met
Staff # 29	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing, EX-HS-.P(3)-Health and Safety Training	
Staff # 30	Met
Staff # 31	Met
Staff # 32	Met

EX-HS-.K **Met**

Comment

EX-HS-.K(1) - Electronic files were reviewed during today's visit.

EX-HS-.N **Met**

Comment

EX-HS-.N(1) - An individual in charge of the program was present at the time of the visit.

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS) **Not Met**

Finding

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined based on the Specialist's review of the criminal background checks for all staff that staff members listed on the staff sheet as numbers 1 through 8, 14,15,19, 21, 22, 26, and 29 had background checks conducted at an affiliate facility. The background checks had not been ported the current program, The background check for staff member 17 had expired. The person in charge provided a list of staff members that was reviewed with the Specialist at the time of the visit.

POI (Plan of Improvement)

The Program will have all eligible satisfactory criminal background checks ported by the start of the next business day. The staff member's with expired or with background checks that are too old to port will be sent for finger printing as soon as feasible. The staff may not work at the program until satisfactory background checks have been obtained.

Correction Deadline: 11/22/2022

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 the Specialist's review of staff records that staff members listed as number 1 and 29 did not have evidence of completing Health ten hour training within their first ninety days of employment.

POI (Plan of Improvement)

The Program will ensure all staff complete Health and Safety Training within their first ninety days of employment.

Correction Deadline: 12/22/2022

Staffing and Supervision

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

Comment

Adequate supervision observed on this date.