



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: 7/14/2022

VisitType: EX-Monitoring

Arrival: 11:00AM Departure: 12:30PM

EX-42596 EXMT-4337 EX-1 - Government
Ware County Recreation Department/Memorial Park

1300 South Georgia Parkway, Waycross GA 31501
Ware County
(912) 287-4491 ladamson@warecounty.com

Mailing Address

Same

Regional Consultant

Brianne Walters

Phone: (912) 544-9775

Fax: (912) 544-9774

brianne.walters@dec.al.ga.gov

Joint with:

Table with 4 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 Dismissal.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows for Computer Room and Work Area.

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 0 #Children Count: 0

Comments:

On July 14, 2022, an in-person visit was conducted at the facility for the purpose of a CAPS Monitoring visit. On July 29, 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

The director stated the program does not provide swimming activities.

Exemptions

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

Comment

The program was observed to be operating within the guidelines they were initially approved.

Facility

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

Comment

No hazards observed accessible during the visit and program was observed clean and in good repair.

EX-HS-.M Playgrounds (CS) Not Met

Comment

The entire property is fenced, except a small opening in the gate at the entrance. The director stated they place cones at the opening and at points around the playground to give a visual barrier and border for children when outside.

Finding

EX-HS-.M(2) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined that paint was chipping in places along the large play structure.

POI (Plan of Improvement)

The Program will correct the chipping paint and monitor equipment to maintain safety and free of hazards.

Correction Deadline: 8/26/2022

Finding

EX-HS-.M(3) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined that the following was present on the playground (note: children were not present during the visit and were on a field trip off site):

- Black ground covering/weed barrier was exposed and caused a trip hazard
- Limbs and tall weeds/grass due to recent storms
- Active ant beds due to recent rain storms

POI (Plan of Improvement)

The Program will correct all items and monitor the playground regularly to maintain safe and free of hazards.

Correction Deadline: 7/14/2022

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 has not dispensed.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures (NCP)

Met

Comment

During the administrative review, a copy of the program emergency procedures, emergency drills and written policies and procedures handbook was observed.

EX-HS-.T Required Reporting (NCP)

N/A

Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S

Technical Assistance

Technical Assistance

Discussed the importance of documenting a second staff check of the vehicle at the destination and reminded the director of ensuring that children under eight (8) are in approved car seats/booster seats. Emailed a copy of the passenger van safety fact sheet for reference.

Comment

During the administrative review past field trip documentation was observed to include parental written consent and the checklist accounting for the loading and unloading of children.

EX-HS-.E Discipline (CS)

Met

Comment

There were no children present during the visit. The program's discipline policy was reviewed and regulations regarding proper discipline were discussed with the director.

Comment

Program does not provide routine transportation during the summer camp.

Finding

EX-HS-.R(1)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Program or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined that the program did not have an annual vehicle inspection at the inspection visit.

POI (Plan of Improvement)

The Program will ensure that a vehicle inspection is completed annually and maintained on file.

Correction Deadline: 7/28/2022

Sleeping & Resting Equipment

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

N/A

Comment

No safe sleep policies are necessary.

Staff Records**Records Reviewed: 8****Records with Missing/Incomplete Components: 4**

Staff # 1	Not Met
Date of Hire: 11/04/2004	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.P(4)-Annual Training 10 Hours	
Staff # 2	Not Met
Date of Hire: 01/01/2018	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.P(4)-Annual Training 10 Hours	
Staff # 3	Met
Date of Hire: 06/23/2022	
<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 4	Not Met
Date of Hire: 08/01/2011	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.P(4)-Annual Training 10 Hours	
Staff # 5	Met
Date of Hire: 06/20/2022	
<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 6	Not Met
Date of Hire: 06/18/2020	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.P(4)-Annual Training 10 Hours	

Staff # 7

Met

Date of Hire: 05/27/2022

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

Staff # 8

Met

Date of Hire: 05/12/2022

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

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 a review of staff records, three (3) of eight (8) staff did not have a satisfactory criminal record check determination on file prior to being present and having direct contact with children in care.

POI (Plan of Improvement)

The three staff have since completed the fingerprinting process and have obtained a satisfactory comprehensive background check determination. The Program will ensure that any future staff obtain the satisfactory letters prior to beginning work.

Correction Deadline: 7/18/2022

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 a review of submitted staff records, three (3) staff that had been employed for over 90 days did not have evidence of current CPR and First Aid training.

POI (Plan of Improvement)

The Program will ensure that the staff obtain the training and that all staff receive the training within 90 days of employment.

Correction Deadline: 8/26/2022

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 a review of submitted staff records, four (4) staff that had been employed for over one (1) year did not have evidence of at least ten (10) hours of approved ongoing training.

POI (Plan of Improvement)

The Program will ensure that staff receive at least 10 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 each year.

Correction Deadline: 8/26/2022

Staffing and Supervision

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

Not Evaluated

Comment

There were no children present at the facility a the time of the inspection visit as they were on a field trip. Proper ratios and supervision was discussed with the director on this date.