



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: 6/13/2023

VisitType: EX-Monitoring

Arrival: 9:45AM

Departure: 11:00AM

EX-44804 EXMT-8514 EX-1 - Government
Bulloch County Board of Commissioners - Kids
Zone

Regional Consultant

Brianne Walters

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Bulloch County
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Mailing Address

PO Box 408, GA 30459

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 Plan of Improvement.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows for room 1, room 2, and room 3.

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

Comments:

An in-person visit was completed at the facility for the purpose of a CAPS Monitoring visit.

Corrective Action Plan: Developed This Date



Please refer the website, http://www.dec.state.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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The following information is associated with a Exemption Monitoring:

Activities and Equipment

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

Met

Comment

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

Comment

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

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

Met

Comment

Program does not provide swimming activities on site. The program does participate in field trips to Splash in the 'Boro where certified lifeguards and appropriate staffing is provided at all times to ensure safety around water.

Exemptions

EX-HS-.X Exemption Requirements

Met

Comment

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

Facility

EX-HS-.L Physical Plant(CS)

Met

Comment

No hazards observed accessible to children on this date.

Comment

Program appears clean and well maintained.

EX-HS-.M Playgrounds(CS)

Met

Comment

Playground observed to be clean and in good repair. The playground is not completely enclosed with a fence so staff ensure a watchful oversight of children to prevent any child from leaving the playground area.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices(CS)**N/A****Comment**

No diapered children are enrolled.

EX-HS-.H Hygiene**Met****Comment**

Proper hand washing observed throughout the program.

EX-HS-.I Medications(CS)**Met****Comment**

Discussed proper medication documentation and procedures.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures**Met****Comment**

The program had written policies and procedures and emergency plans. The program performs monthly fire drills.

EX-HS-.T Required Reporting**Met****Comment**

There were no incidents or injuries that required reporting.

Safety

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 safe sleep policies are necessary.

Staff Records**Records Reviewed: 13****Records with Missing/Incomplete Components: 0**

Staff's Name [# 1]: Butler, Kylie

Met

Date of Hire: 05/17/2023

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

Staff's Name [# 2]: Concannon, Sophie

Met

Date of Hire: 05/23/2023

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

Staff's Name [# 3]: Dukes, Anna

Met

Date of Hire: 04/18/2023

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

Staff's Name [# 4]: Elvine, Kyra	Met
Date of Hire: 03/28/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff's Name [# 5]: Fleming, Jordyn	Met
Date of Hire: 05/02/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff's Name [# 6]: Guy, Keon	Met
Date of Hire: 01/24/2023	
Staff's Name [# 7]: Jenkins, Jimma	Met
Date of Hire: 03/13/2023	
Staff's Name [# 8]: Jenkins, Valerie	Met
Date of Hire: 04/29/2022	
Staff's Name [# 9]: Konadu, Adreanna	Met
Date of Hire: 03/28/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff's Name [# 10]: Mainer, Allison	Met
Date of Hire: 06/24/2022	
Staff's Name [# 11]: Mueller, Ava	Met
Staff's Name [# 12]: Register, Emily	Met
Date of Hire: 04/12/2022	
Staff's Name [# 13]: Toussaint, Terrens	Met
Date of Hire: 01/04/2022	

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

EX-HS-.D(4)(d) requires a person to obtain a new Comprehensive Background Check Determination if the person leaves employment at the facility where the background check was obtained and joins employment at another facility one year or more after the background check was obtained. It was determined based on an administrative review that one (1) of 15 staff did not have a satisfactory comprehensive background check letter associated with this location.

POI (Plan of Improvement)

The staff had a satisfactory background check letter from an associated facility that was over 12 months and could not be ported. The staff will be reprinted under the current location. The program official will ensure that all future staff complete the fingerprinting process prior to them being present in the facility and port letters to all applicable locations. No staff will ever be permitted to work at a location without a determination letter associated with the location.

Correction Deadline: 6/16/2023**EX-HS-.W First Aid & CPR****Met**

Comment

Observed evidence of staff training in CPR and first aid on this date.

EX-HS-P Staff Training

Met

Comment

Observed training for all staff members on this date.

Staffing and Supervision

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

Met

Comment

Adequate supervision and staff:child ratio observed on this date.