

**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:** 12/21/2022**VisitType:** EX-Monitoring**Arrival:** 11:10AM**Departure:** 12:30PM**EX-50145 EXMT-15355 EX-7 - Day camp
Liberty County YMCA**201 Mary Lou Drive, Hinesville GA 31313 Liberty
County
(912) 368-9622 Becky.lehto@ymcaofcoastalga.org**Mailing Address**

6400 Habersham Street Suite A, GA 31406

Regional Consultant

Brienne Walters

Phone: (912) 544-9775

Fax: (912) 544-9774

brienne.walters@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
12/21/2022	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
Board Room	, Fours, Fives, Six and older	4	36	Y	
Gym		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 36

Comments:

The purpose of the visit was to conduct an on-site 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_____

**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.us

(Summary Report)**Date:** 12/21/2022**VisitType:** EX-Monitoring**Arrival:** 11:10AM**Departure:** 12:30PM**EX-50145 EXMT-15355 EX-7 - Day camp
Liberty County YMCA**201 Mary Lou Drive, Hinesville GA 31313 Liberty
County
(912) 368-9622 Becky.lehto@ymcaofcoastalga.org**Mailing Address**

6400 Habersham Street Suite A, GA 31406

Regional Consultant

Brianne Walters

Phone: (912) 544-9775

Fax: (912) 544-9774

brianne.walters@dec.state.ga.us

Joint with:

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**

Pool not in use for the holiday camp and staff stated door/gates remain locked and inaccessible to children.

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

Observed compliance with the local authorities. The program was observed to be operating within the guidelines they were initially approved. A copy of the program exemption approval certificate and letter were emailed to the program for posting near the camp.

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

No hazards observed accessible to children during the visit in either room used. The two rooms and restrooms were observed clean and in good repair.

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

A field that the camp uses was observed clean and in good repair. Staff stated that cones are used as a visual barrier for children to show boundaries. Staff stated supervision is maintained to ensure children cannot leave the area since it is unfenced.

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

Proper hand washing standards were discussed.

EX-HS-.I Medications (CS)	N/A
----------------------------------	------------

Comment

Program director stated that medication has not been dispensed.

Policies and Procedures

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

Comment

The program provides parents a copy of the camp 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	N/A
-----------------	------------

Comment

No field trips are offered

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

Comment

Age-appropriate discussion and/or redirection observed.

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: 6

Records with Missing/Incomplete Components: 2
--

Staff # 1	Met
-----------	-----

Date of Hire: 08/28/2021

Staff # 2	Met
-----------	-----

Date of Hire: 01/21/2022

Staff # 3	Not Met
-----------	---------

Date of Hire: 09/21/2021

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff # 4 Not Met

Date of Hire: 08/03/2021

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff # 5 Met

Date of Hire: 11/09/2021

Staff # 6 Met

Date of Hire: 09/02/2021

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 two (2) of six (6) staff did not have a satisfactory comprehensive background check letter associated with this location.

POI (Plan of Improvement)

Discussed that the program will need to port the staff background check to this locations. If the staff background check letter is over 12 months old and are no longer portable, then staff would need to complete the fingerprinting process again for this location (and ported to any other location the staff may work at). 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 satisfactory determination letter associated with the location.

Correction Deadline: 12/21/2022

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

Met

Comment

Observed evidence of staff training in CPR and first aid for applicable staff.

EX-HS-.P Staff Training (NCP)

Met

Comment

Observed initial orientation and required training for all applicable staff.

Staffing and Supervision

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

Met

Comment

Adequate supervision and staff: child ratios observed during the visit.