



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

Date: 2/6/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:55 AM **Departure:** 1:45 PM

CCLC-25495

YMCA Paulding Early Learning Childhood Development Academy

55 Hiram Drive Hiram, GA 30141 Paulding County
 (678) 626-0500 Angelag@ymcaatlanta.org

Mailing Address
 Same

Regional Consultant

Morgan Stahl

Phone: (770) 357-7042

Fax: (770) 357-7041

morgan.stahl@decal.ga.gov

Quality Rated: ★

<u>Compliance Zone Designation</u>			Compliance Zone Designation - 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. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
02/06/2018	Complaint Investigation & Licensing Study	Good Standing	
11/20/2017	Monitoring Visit	Good Standing	
08/11/2017	Complaint Closure	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	G-05- Prek 5	PreK	2	18	C	24	C	NA	NA	Circle Time
Main	G-06 Prek 4	PreK	2	18	C	24	C	NA	NA	Circle Time
Main	G-08 Prek 3	PreK	2	19	C	21	C	NA	NA	Music
Main	Rm # 101	Infants	2	6	C	17	C	NA	NA	Floor Play
Main	Rm #102	One Year Olds	2	9	C	16	C	NA	NA	Transitioning
Main	Rm #104	Two Year Olds	2	12	C	16	C	NA	NA	Centers
Main	Rm #106	One Year Olds and Two Year Olds	2	11	C	15	C	NA	NA	Outside
Main	Rm #119-Head St	PreK	2	19	C	22	C	NA	NA	Transitioning
Main	Rm#103	Two Year Olds and Three Year Olds	1	5	C	16	C	NA	NA	Centers
Main	Rm#118 Prek 1	PreK	2	20	C	21	C	NA	NA	Transitioning
Main	Rm#123	Three Year Olds	2	8	C	24	C	NA	NA	Circle Time
Main	Rm. #122	Three Year Olds	1	13	C	23	C	NA	NA	Circle Time
Main	Rm.#117	Three Year Olds and Four Year Olds	1	12	C	21	C	NA	NA	Art
Main	Rm.#120-Head St	Two Year Olds and Three Year Olds	2	10	C	25	C	NA	NA	Centers
Main	Rm.#121-Prek 2	PreK	2	19	C	24	C	NA	NA	Transitioning

Total Capacity @35 sq. ft.: 309

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 199

Total Capacity @35 sq. ft.: 309

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infants	7	C
Main	Preschool	70	C
Main	Toddlers	43	C

Comments

Plan of Improvement: Developed This Date 02/06/2018

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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@dec.al.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://dec.al.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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Rachel Jones, Program Official

Date

Morgan Stahl, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Detailed lesson plans observed.

Correction Deadline: 2/6/2018

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

Met

Comment

All required equipment observed secured.

Correction Deadline: 3/8/2018

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

Child # 6

Met

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

Parent agreements observed obtained/completed.

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)**Technical Assistance****Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

Technical Assistance

591-1-1-.25(8) - Please place furniture to cover electrical outlets in use.

Correction Deadline: 2/6/2018**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Technical Assistance**

591-1-1-.26(4) - Please be mindful of the paint on the gates as the paint is beginning to chip.

Correction Deadline: 2/6/2018**Food Service****591-1-1-.15 Food Service & Nutrition****Met****Comment**

Please ensure that bottles are covered and fully labeled with child's full name.

Comment

Please ensure that infant feeding forms are updated regularly.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Met**

Comment

Discussed proper medication documentation and procedures.

Organization

591-1-1-.16 Governing Body & License**Met****Comment**

2018 license observed.

Correction Deadline: 2/20/2018

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Consultant observed documentation of emergency drills and documentation of Emergency Preparedness Plan.

Correction Deadline: 2/11/2018

Safety

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Met****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Technical Assistance****Technical Assistance**

Crib sheet requirements discussed with center Director.

Correction Deadline: 2/16/2018

Staff Records

Records Reviewed: 39**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 07/29/2013

Staff # 2

Met

Date of Hire: 01/11/2018

Staff # 3

Met

Date of Hire: 06/13/2016

Staff # 4 Met

Date of Hire: 03/03/2008

Staff # 5 Met

Date of Hire: 01/03/2017

Staff # 6 Met

Date of Hire: 05/31/2016

Staff # 7 Met

Date of Hire: 07/28/2014

Staff # 8 Met

Date of Hire: 06/01/2008

Staff # 9 Met

Date of Hire: 08/18/2016

Staff # 10 Met

Date of Hire: 05/23/2015

Staff # 11 Met

Date of Hire: 06/16/2015

Staff # 12 Met

Date of Hire: 10/12/2015

Staff # 13 Met

Date of Hire: 08/28/2012

Staff # 14 Met

Date of Hire: 08/11/2011

Staff # 15 Met

Date of Hire: 11/12/2012

Staff # 16 Met

Date of Hire: 03/18/2016

Staff # 17 Met

Date of Hire: 09/12/2016

Staff # 18 Met

Date of Hire: 02/17/2017

Staff # 19 Date of Hire: 08/15/2008	Met
Staff # 20 Date of Hire: 01/20/2017	Met
Staff # 21 Date of Hire: 11/13/2014	Met
Staff # 22 Date of Hire: 08/10/2015	Met
Staff # 23 Date of Hire: 01/04/2016	Met
Staff # 24 Date of Hire: 10/03/2016	Met
Staff # 25 Date of Hire: 09/15/2017	Met
Staff # 26 Date of Hire: 04/25/2017	Met
Staff # 27 Date of Hire: 08/11/2014	Met
Staff # 28 Date of Hire: 07/27/2015	Met
Staff # 29 Date of Hire: 09/15/2015	Met
Staff # 30 Date of Hire: 05/03/2013	Met
Staff # 31 Date of Hire: 05/13/2014	Met
Staff # 32 Date of Hire: 02/08/2016	Met
Staff # 33 Date of Hire: 07/25/2022	Met

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

Records Reviewed: 39**Records with Missing/Incomplete Components: 0**

Staff # 34	Met
Date of Hire: 05/03/2013	
Staff # 35	Met
Date of Hire: 07/28/2014	
Staff # 36	Met
Date of Hire: 09/17/2014	
Staff # 37	Met
Date of Hire: 02/11/2016	
Staff # 38	Met
Date of Hire: 12/10/2015	
Staff # 39	Met
Date of Hire: 12/20/2017	

Staff Credentials Reviewed: 39

591-1-1-.09 Criminal Records Check(CR)

Met**Comment**

Criminal records checks were observed to be complete for all staff.

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

Not Met**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver 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 Center 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 review of records that 50% of staff did not have current CPR and First Aid certification.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 3/8/2018

591-1-1-.33 Staff Training

Met**Comment**

Documentation observed of required staff training for 2017.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.