

**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:** 5/13/2020**VisitType:** EX-Monitoring**Arrival:** 11:15AM **Departure:** 11:45AM**EX-43170 EXMT-6280 EX-7 - Day camp
McCleskey-East Cobb Family YMCA**1055 East Piedmont Road NE, Marietta GA 30062
Cobb County
(770) 977-5991 caseyw@ymcaatlanta.org**Mailing Address**

Same

Regional Consultant

Jennifer Roeder

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jennifer.roeder@dec.al.ga.gov

Joint with: Shyreeta Hicks

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
5/13/2020	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
Activity Room 2		0	0	Y	
Gym	, Fives, Sixes	1	8	Y	
Lobby		0	0	Y	
Outdoor Picnic Tables		0	0	Y	
Studio		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 1

#Children Count: 8

Comments:

Ed Isakson Alpharetta Family YMCA transports CAPS children to this location due to low numbers during the COVID-19 pandemic. Initial administrative review completed on May 11, 2020. Virtual visit completed May 13, 2020 with Jessica Tucker, director at Ed Isakson Alpharetta Family YMCA. An onsite visit was not conducted due to COVID-19.

Corrective Action Plan: No Plan Developed

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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Arrival: 11:15AM **Departure:** 11:45AM

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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.

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

Met

Comment

Pool not in use at this time, door observed locked.

Exemptions

EX-HS-X Exemption Requirements (NCP)

Met

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

Facility

EX-HS-L Physical Plant (NCP)

Met

Comment

Observed approval from the Department, local zoning authorities, fire safety agencies and local building authorities on this date.

EX-HS-M Playgrounds (CS)

Met

Comment

Specialist observed a grassy, outdoor soccer field enclosed by a fence. There was no equipment in the play area, and the area was clean.

Health and Hygiene

EX-HS-U Diapering Areas & Practices (CS)

Met

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) **Met**

Comment

Medication is not dispensed at this time. Specialist observed a medical waiver that will be used if the program needs to dispense medication in the future.

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 **Met**

Comment

No field trips are offered during this time due to the COVID-19 pandemic.

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) **Met**

Comment

Program does not provide routine transportation at this time.

Sleeping & Resting Equipment

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

Comment

No infants are enrolled.

Comment

No safe sleep policies are necessary.

Staff Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 13

Staff # 1 Not Met

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff # 2 Not Met

"Missing/Incomplete Components"

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	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 10	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 11	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 12	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 13	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
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 observation of Criminal Records Check files and a staff roster that 0 of 13 staff members had a comprehensive satisfactory background check on file. Specialist emailed provider Criminal Records Check instructions and provided technical assistance for porting staff members to this location.

POI (Plan of Improvement)

The Program will ensure all staff members obtain a comprehensive background check or have their background check ported to this location within one business day of our exit conference, on May 19, 2020.

Correction Deadline: 5/19/2020

EX-HS-W First Aid & CPR (NCP)**Met****Comment**

Observed evidence of staff training in CPR and first aid on this date. Staff members had a certificate which expired on May 10, 2020, but the provider sent the specialist a letter the program received from the Health and Safety Institute indicating the authorization period was extended by 120 days due to the COVID-19 pandemic.

EX-HS-P Staff Training (NCP)**Met****Comment**

Staff members were all within 90 days of hire, so no training was observed at this time. Specialist emailed provider Health and Safety Orientation Training flyer and indicated staff members need to complete this training within 90 days of their hire date. Provider informed specialist all staff members have been notified of this training. 10 annual of hours of ongoing training will be required for 2020. Gapds.decal.ga.gov has numerous training opportunities.

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

Program observed to maintain appropriate staff: child ratios. One group of children were on a nature walk and unable to be observed.