

**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.ga.gov

(Cover Sheet)**Date:** 7/20/2021**VisitType:** EX-Monitoring**Arrival:** 1:30PM**Departure:** 2:30PM**EX-40160 EXMT-9800 EX-7 - Day camp
Augusta South Family YMCA**2215 Tobacco Road, Augusta GA30906 Richmond
County
(706) 595-5615 tgallups@thefamilyy.org**Mailing Address**

1058 Claussen Road, GA 30901

Regional Consultant

Sarah Benton

Phone: (770) 357-5103

Fax: (770) 357-5105

sarah.benton@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
7/20/2021	EX-Monitoring	Prevention	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
1-Board Room		0	0	Y	
2-Clubhouse	, Fives	1	8	Y	
3-Studio A	, Sixes	2	25	Y	
4-Play and Learn		0	0	Y	
5-Studio B		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 3

#Children Count: 33

Comments:

The purpose of today's visit was to complete a virtual CAPS monitoring visit via zoom.

Corrective Action Plan: Developed This Date

Please refer the website, <http://www.dec.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)

Date: 7/20/2021

VisitType: EX-Monitoring

Arrival: 1:30PM

Departure: 2:30PM

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The following information is associated with a Exemption Monitoring:

Activities and Equipment

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

Met

Comment

EX-HS-.F(2)(d) - Monitor aerobics equipment stacked in the room used by the older children.

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

N/A

Comment

The program has not provided swimming activities since the last visit.

Exemptions

EX-HS-.X Exemption Requirements (NCP)

Not Met

Finding

EX-HS-.X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on information submitted by the program during the administrative review process that local approvals were not met. Program did not have a recent fire marshal inspection or a copy of zoning approval.

POI (Plan of Improvement)

The Program will obtain the missing local approvals and submit to the Department.

Correction Deadline: 8/3/2021

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

Ensure any hazards are kept out of reach of children.

EX-HS-.M Playgrounds (CS)

N/A

Comment

No playground provided. Provider stated that they were unable to fence in the parking lot in the back so they are no longer using that space.

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)

Met

Comment

Discussed proper medication documentation and procedures. Observed two of two medication forms. Discussed ensuring accurate date for documentation. One form appeared to have a typo for a date.

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

Technical Assistance

Technical Assistance

EX-HS-.J(1)(a-i) - Please add a policy regarding notification of all parents/guardians if a communicable disease is present in the facility.

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

Observed age-appropriate discipline policies 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: 5****Records with Missing/Incomplete Components: 5**

Staff # 1

Not Met

Date of Hire: 09/11/2013

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training, EX-HS-.P(4)-Annual Training 10 Hours

Staff # 2

Not Met

Date of Hire: 08/11/2020

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training

Staff # 3

Not Met

Date of Hire: 03/03/2021

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training

Staff # 4

Not Met

Date of Hire: 05/13/2019

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.P(3)-Health and Safety Training

Staff # 5

Not Met

Date of Hire: 05/16/2016

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.P(3)-Health and Safety Training,EX-HS-.D-Criminal Records Check Missing

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)

Not Met

Comment

Discussed porting of two staff who have a background check associated with another facility that is less than a year old.

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 a review of records that one of five staff had a background check that was completed more than a year ago from another facility.

POI (Plan of Improvement)

The Program will have the staff complete another CBC associated with this program.

Correction Deadline: 7/20/2021

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 records that CPR and First Aid was not met. Five of five staff did not have evidence of CPR and First Aid training as required.

POI (Plan of Improvement)

The Program will ensure that staff complete CPR and FA training as required within the first 90 days of employment and maintain a record of training.

Correction Deadline: 8/19/2021

EX-HS-.P Staff Training (NCP)

Not Met

Finding

EX-HS-.P(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on information submitted for an administrative review that training was not met. Five of five staff eligible for health and safety training did not have evidence of having completed the training within 90 days of employment.

POI (Plan of Improvement)

The Program will ensure that all staff complete health and safety orientation as required within 90 days of employment and maintain a record of training for review.

Correction Deadline: 8/19/2021

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 staff information submitted that annual training was not met. Two of two staff eligible for annual training did not have evidence of any hours as required.

POI (Plan of Improvement)

The Program will ensure that staff complete annual training as required and maintain evidence for review.

Correction Deadline: 8/19/2021

Staffing and Supervision

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

Met

Comment

Program observed to maintain appropriate staff: child ratios. Discussed supervision during the restroom. Director stated that the children were escorted to the restroom in groups.