



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: 12/13/2021

VisitType: EX-Monitoring

Arrival: 1:00PM

Departure: 2:50PM

EX-43911 EXMT-6418 EX-1 - Government DeKalb County Schools ASED - Rock Chapel

1130 Rock Chapel Road, Lithonia GA 30058 DeKalb County (678) 676-3802 Deborah_Moore-Sanders@dekalbschoolsga.org

Regional Consultant

Keia Cole

Phone: (678) 717-5146

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keia.cole@dec.al.ga.gov

Mailing Address

1701 Mountain Industrial Boulevard, GA 30058

Joint with:

Table with 4 columns: Compliance Zone Designation, Prevention Action Category, Intermediate Action Category, Dismissal Action Category. It details various levels of prevention and intermediate actions like Technical Assistance, Office Conference, Citation, and Plan of Improvement.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Shows C.H.A.M.P.S Room with 0 staff and 0 children, State Ratio Met: Y.

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 0

#Children Count: 0

Comments:

Virtual CAPS monitoring visit conducted with Ms. Patrice Foster, after school director. The Program is currently operating within the parameters set forth by the approval conditions under Category 1.

Corrective Action Plan: Developed This Date



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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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

Program does not provide swimming activities.

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 review of records that the Program did not have evidence of a recent Fire Marshal inspection available for review during the visit.

POI (Plan of Improvement)

The Program will contact all appropriate municipalities to obtain adequate documentation of compliance. The Program will maintain these reports and/or documents for future inspections.

Correction Deadline: 1/14/2022

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

Observed approval from the Department and local building authorities on this date.

Comment

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

EX-HS-.M Playgrounds (CS)

N/A

Comment

No playground used during after school activity.

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)

N/A

Comment

Medication is not dispensed

Policies and Procedures

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

Met

Comment

Determined age-appropriate discipline is communicated to staff on this date.

Comment

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

Comment

Observed the Program's written emergency plan on this date.

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

Determined age-appropriate discipline is communicated to staff on this date.

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 infants are enrolled.

Comment

No safe sleep policies are necessary.

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Staff # 1 Not Met

Date of Hire: 08/02/2021

"Missing/Incomplete Components"

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

Staff # 2 Not Met

"Missing/Incomplete Components"

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

Staff # 3 Not Met

Date of Hire: 11/01/2021

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

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff # 4 Not Met

Date of Hire: 10/11/2010

"Missing/Incomplete Components"

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

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 review of records that one (1) out of four (4) staff members did not have the Department's completed criminal records check.

POI (Plan of Improvement)

The Program will have the staff members missing criminal records checks complete the assessment within three (3) business days or submit a separation notice for those employees.

Correction Deadline: 12/16/2021

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 review of records that the Program did not have evidence of two (2) out of three (3) staff members certified in CPR and first aid training.

POI (Plan of Improvement)

The Program was granted ten (10) business days, expiring on December 20, 2021, to have all staff comply with the completion of CPR and first aid training. Evidence of completion of CPR and first aid training will be verified through emailed copies no later than December 20, 2021, to the Department. The Program will obtain and maintain updated CPR and first aid training for all staff members.

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 review of records that three (3) out of four (4) staff members were missing the completion of the Health and Safety orientation training.

POI (Plan of Improvement)

The Program will have the three (3) out of four (4) staff members complete the Health and Safety orientation training. All training certificates will be obtained and maintained onsite for future review by the Department.

Correction Deadline: 1/12/2022

Staffing and Supervision

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

Met

Comment

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date.