



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: 9/21/2021

VisitType: EX-Monitoring

Arrival: 2:00PM

Departure: 3:00PM

EX-42595 EXMT-4336 EX-1 - Government Albany State University Early Learning Center

504 College Drive, Albany GA 31705 Dougherty County (229) 500-2017 kimberly.barney@asurams.edu

Mailing Address

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

Table with 4 columns: Compliance Zone Designation, Prevention Action Category, Intermediate Action Category, Dismissal Action Category. Rows include Prevention Level 1 (P1), Prevention Level 2 (P2), and Prevention Level 3 (P3) with corresponding actions like Technical Assistance, Citation, and Plan of Improvement.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows include Classroom - 2 Year Old, Classroom - 3 Year Old, and PreK.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 5

#Children Count: 17

Comments:

Phase 1 (Administrative Process) and Phase 2 (Virtual Visit) of the CAPS Health and Safety Monitoring were completed 09/21/21 due to COVID-19. The virtual visit was conducted virtually via Zoom with Ms. Kimberly Barney. During check-in, staff assist children from their cars and escort them into the building. Temperature checks and a health assessment are administered, and the student's hands are sanitized. Parents are not allowed inside of the building. The wearing of masks are required for children two (2) and older. Handwashing/sanitation practices are completed before and after eating, after toileting, between activities and after outdoor play. It was determined through the observation of records and through discussion, the program is operating as approved.

Corrective Action Plan: No Plan Developed



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 _____



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(Summary Report)

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Albany State University Early Learning Center**

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Joint with:

The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-.A

Met

Comment

EX-HS-.A(3) - Provider does provide a daily prescribed lesson plans utilizing the Frog Street and High Scope Curriculums. Activities such as Morning Circle, Center Time, Music & Movement and Arts & Crafts assists in promoting the social, emotional, physical, cognitive, language and literacy development of each child.

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable. The Provider utilizes an Air Mist Cleaner and disinfects and sanitizes chairs, tables, and equipment on a daily basis.

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

Met

Comment

The Program does not provide swimming activities.

Children's Records

EX-HS-.C

Met

Comment

EX-HS-.C(4) - The Provider does maintain a file for each child while such child is in care at the program. The file does contain the following: identifying information about the child to include: name, date of birth, sex, address, and names of both Parents, if applicable, cell phone and emergency contact information as well as the person(s) to whom the child may be released.

Exemptions

EX-HS-.X Exemption Requirements (NCP)

Met

Comment

EX-HS-.X(1) - The Program is in compliance with the posting of the Exemption Approval letter and certificate. Both are adjacent to each other and placed in a prominent area in the main lobby.

Facility

EX-HS-.B

Met

Comment

EX-HS-.B(5) - It was determined through observation, bathrooms are located adjacent to the child care areas. The supplies are within reach for children and equipped with soap, toilet tissue and single-use towels.

EX-HS-.L Physical Plant (NCP)**Not Met****Finding**

It was determined through the observation of records the Provider is in compliance with the local building authorities on this date however the last Fire Inspection was conducted 2018.

POI (Plan of Improvement)

The Provider is in the process of obtaining the latest Fire Inspection Report from the proper authorities.

Correction Deadline: 10/15/2021

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

The Playground was observed to be clean, free of any hazards or debris and in good repair.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices (CS)**N/A****Comment**

All toddlers are required to be potty trained therefore no diapering process was discussed.

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**

All medications are stored inaccessible to children.

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.

Comment

The Provider does ensure emergency preparedness by executing regularly schedule fire and tornado drills as well as policies and procedures for possible situations such as "A Dangerous Person or an Active Shooter."

EX-HS-.T Required Reporting (NCP)**Met****Comment**

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S**N/A****Comment**

The Provider does not sponsor field trips.

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

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

Comment

The Program does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Discussed sleeping accommodations for naps. The Program provides all of the cots inclusive of the fitted sheets and the parents are responsible for any blankets.

Staff Records

Records Reviewed: 12**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 10/13/2014	Met
Staff # 2 Date of Hire: 09/17/2018	Met
Staff # 3 Date of Hire: 01/25/2016	Met
Staff # 4 Date of Hire: 10/01/2019	Met
Staff # 5 Date of Hire: 10/21/2019	Met
Staff # 6 Date of Hire: 08/19/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 09/16/2011	Met
Staff # 8 Date of Hire: 02/04/2019	Met
Staff # 9 Date of Hire: 02/06/2012	Met
Staff # 10 Date of Hire: 05/23/2019	Met
Staff # 11 Date of Hire: 04/15/2019	Met
Staff # 12 Date of Hire: 04/02/2018	Met

EX-HS-.K

Met

Comment

EX-HS-.K(1) - It was determined by the observation of records the program does maintain a personnel file on all Staff.

EX-HS-.N

Met

Comment

EX-HS-.N(1) - The Director is responsible for the supervision, operation and maintenance of the program. The Director is on the premises daily and if absent from the program at any time during the hours of operation, there is an officially designated person on-site to assume responsibility for the operation of the program.

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

Met

Comment

It was determined by the observation of records, eight (8) out of eight (8) employees are compliant regarding the completion of their Criminal Record Checks. All met the expectation of receiving a comprehensive satisfactory determination.

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

Met

Comment

It was determined by the observation of records, eight (8) out of eight (8) employees are compliant regarding the completion of CPR/First Aid training.

EX-HS-.P Staff Training (NCP)

Met

Comment

It was determined by the observation of records, eight (8) out of eight (8) employees are compliant regarding the completion of the Health and Safety Orientation training.

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.