



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: 1:00PM

Departure: 2:00PM

**EX-45542 EXMT-11135 EX-7 - Day camp
Mt. Olive Community Outreach Center, Inc.**

1112 Inverness Road, Albany GA 31705 Dougherty
County
(229) 435-9961 leslie.heard@gmail.com

Mailing Address

302 Adkins Street, GA 31705

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
9/21/2021	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
1st Grade Class		0	0	Y	No Children present
2nd Grade Class		0	0	Y	No Children present
2nd Grade Class		0	0	Y	No Children present
3rd Grade Class		0	0	Y	No Children present
4th Grade Class		0	0	Y	No Children present
5th Grade Class		0	0	Y	No Children present
6th Grade Class		0	0	Y	No Children present
Cosmetology Classroom		0	0	Y	No Children present
Kindergarten Class		0	0	Y	No Children present
Step & Drill Class		0	0	Y	No Children present

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 0

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 Mrs. Leslie Heard. During check-in, staff assist children from their cars and escort them into the building. Temperature checks are administered, and student's hands are sanitized. Parents are not allowed inside of the building. The wearing of masks is required. 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.us/CCS/Regulations.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.state.ga.us.

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 _____



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

(Summary Report)

Date: 9/21/2021

VisitType: EX-Monitoring

Arrival: 1:00PM

Departure: 2:00PM

**EX-45542 EXMT-11135 EX-7 - Day camp
Mt. Olive Community Outreach Center, Inc.**

1112 Inverness Road, Albany GA 31705 Dougherty
County
(229) 435-9961 lesliep.heard@gmail.com

Mailing Address

302 Adkins Street, GA 31705

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

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 program of varied and developmentally appropriate activities which includes enrichment projects, arts & crafts, dance, in and out door sports, etc., that promote 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 chairs, tables, desks, and gaming equipment are wiped and sanitized on a daily basis. Each classroom is equipped with Hand Sanitizer, Disinfectant spray and Lysol wipes to wipe down chairs and tables prior to the program beginning and at the close of each day.

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

Met

Comment

The Program does provide swimming activities through St. John Estates outdoor swimming pool. Discussed with the Director the staff/child ratio for continuous supervision for the children. All of the swimming activities include a Lifeguard and two (2) Certified Instructors on duty, as well as 1:10 staff/children ratio at all times.

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, address, field trip permission form, medication preferences (if applicable) 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

No hazards observed accessible to children on this date.

Comment

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 childcare areas. The supplies are within easy reach of children and equipped with soap, toilet tissue and single-use towels.

EX-HS-.L Physical Plant (NCP)

Met

Comment

It was determined through the observation of records the provider is in compliance with the local fire safety agencies and building authorities on this date.

EX-HS-.M Playgrounds (CS)

N/A

Comment

It was determined by observation there is no equipment on the playground however the outside play area is an open field that is very clean and well maintained.

Health and Hygiene

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

Met

Comment

The Program does not conduct diapering for younger children.

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

It was determined through the observation of records documentation for medication dispensing by parental consent was completed.

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

To assist with ensuring the Provider includes "Emergency Preparedness" in their Policy and Procedures. The Specialist will send via email examples of best practices to potentially equip the Provider with the essentials of being prepared regarding Hurricanes, Tornadoes, Fire, Dangerous Intruder, etc.

EX-HS-.T Required Reporting (NCP)

Met

Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S**Met****Comment**

The Provider does sponsor field trips and does utilize safety measures and checklists/rosters inclusive of emergency contact information for the children's care and protection.

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

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

EX-HS-.R Transportation (CS)**Met****Comment**

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

No safe sleep policies are necessary.

Staff Records

Records Reviewed: 6**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 05/28/2019

Staff # 2

Not Met

Date of Hire: 07/31/1997

"Missing/Incomplete Components"

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

Staff # 3

Met

Date of Hire: 05/28/2019

Staff # 4

Met

Date of Hire: 05/28/2019

Staff # 5

Met

Date of Hire: 09/04/2019

Staff # 6

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.

Comment

EX-HS-.N(1) - The Lead Teacher is responsible for the supervision, operation and maintenance of the program. The Lead Teacher is basically on the premises daily however 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 through the observation of records, six (6) of six (6) staff members have completed their Criminal Record Checks and received a comprehensive satisfactory determination.

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

It was determined by the observation of records, six (6) out of six (6) employees are compliant regarding the completion of CPR/First Aid and Basic Water Safety training.

EX-HS-.P Staff Training (NCP)**Not Met****Finding**

It was determined by the observation of records, five (5) out of six (6) employees are compliant regarding the completion of Health and Safety Orientation training.

POI (Plan of Improvement)

The Director will ensure all of the employees complete the Health and Safety Orientation training.

Correction Deadline: 10/22/2021

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.