



**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.DECAL.GA.GOV

**Cover Sheet**

**Date:** 3/16/2022 **VisitType:** Monitoring Visit

**Arrival:** 5:00 PM

**Departure:** 5:25 PM

**CCLC-30411**

**YMCA Pryme Tyme Heard Elementary**

414 Lee Boulevard Savannah, GA 31405 Chatham County  
(912) 663-4624 becky.lehto@ymcaofcoastalga.org

**Regional Consultant**

Chrissy Miller

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chrissy.miller@dec.al.gov

**Mailing Address**

6400 Habersham St. Suite A  
Savannah, GA 31405

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                  |               | <b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 03/16/2022                         | Monitoring Visit | Good Standing |  |
| 09/27/2021                         | Licensing Study  | Good Standing |  |
| 02/14/2020                         | Monitoring Visit | Good Standing |  |

**Ratios/License Capacity**

| Building                       | Room      | Age Group  | Staff                       | Children | NC/C | Max 35 SF.                  | 35 SF. Comp. | Max 25 SF. | 25 SF. Comp. | Notes          |
|--------------------------------|-----------|--|-----------------------------|----------|------|-----------------------------|--------------|------------|--------------|----------------|
| Main                           | Cafeteria | Four Year Olds and Five Year Olds and Six Year Olds and Over | 6                           | 26       | C    | 103                         | C            | NA         | NA           | Centers, Music |
| Total Capacity @35 sq. ft.:    |           |  | 103                         |          |      | Total Capacity @25 sq. ft.: |              |            | 0            |                |
| Total # Children this Date: 26 |           |  | Total Capacity @35 sq. ft.: |          |      | Total Capacity @25 sq. ft.: |              |            | 0            |                |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | Playground | 54                   | C                     |

**Comments**

This is the second regulatory visit of the fiscal year.

The center currently has a two-star rating from quality rated.

Per the Site-Director, the center does not currently dispense medication, provide routine transportation, field trips, or swimming activities.

Plan of Improvement: Developed This Date 03/16/2022

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

#### Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.'

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Shaniel Archie, Program Official

Date

Chrissy Miller, Consultant

Date



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### Findings Report

**Date:** 3/16/2022 **VisitType:** Monitoring Visit **Arrival:** 5:00 PM **Departure:** 5:25 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Center does not provide swimming activities.

### Children's Records

**591-1-1-.08 Children's Records**

**Not Met**

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the Consultant's review that two out of five records were missing the Doctor/Hospital telephone number, three out of five records were missing the parent's work addresses, and one out of five records was missing the address of the person(s) to whom the child may be released.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 3/31/2022**

**Recited on 3/16/2022**

**Facility**

**591-1-1-.19 License Capacity(CR) Met**

**Comment**

Licensed capacity observed to be routinely met by center.

**591-1-1-.25 Physical Plant - Safe Environment(CR) Met**

**Comment**

Center appeared clean and well maintained.

**591-1-1-.26 Playgrounds(CR) Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR) N/A**

**Comment**

No children enrolled who require diapering. School age children attend only for after school hours.

**591-1-1-.17 Hygiene(CR) Met**

**Comment**

Proper hand washing observed throughout the center.

**591-1-1-.20 Medications(CR) N/A**

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

**591-1-1-.21 Operational Policies & Procedures Met**

**Correction Deadline: 10/2/2021**

**Corrected on 3/16/2022**

**.21(3) - The consultant observed this rule to be corrected. The Program was observed to have evidence of conducting and documenting fire and other safety drills for emergency situations as required.**

**Safety**

**591-1-1-.11 Discipline(CR) Met**

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.36 Transportation(CR)**

N/A

**Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

N/A

**Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

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**Staff Records**

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**Records Reviewed: 8****Records with Missing/Incomplete Components: 1**

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|   |         |
|---|---------|
| Staff # 1                                   | Met     |
| Date of Hire: 08/04/2021                    |         |
| Staff # 2                                   | Met     |
| Staff # 3                                   | Not Met |
| Date of Hire: 12/02/2021                    |         |
| <u>"Missing/Incomplete Components"</u>      |         |
| .14(2)-First Aid Missing,.14(2)-CPR missing |         |
| Staff # 4                                   | Met     |
| Date of Hire: 11/01/2021                    |         |
| Staff # 5                                   | Met     |
| Staff # 6                                   | Met     |
| Date of Hire: 08/04/2021                    |         |
| Staff # 7                                   | Met     |
| Date of Hire: 09/14/2021                    |         |
| Staff # 8                                   | Met     |
| Date of Hire: 08/04/2021                    |         |

**Staff Credentials Reviewed: 1**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**

Met

**Correction Deadline: 2/14/2020****Corrected on 3/16/2022****.09(1)(j) - The consultant observed this rule to be corrected. The current staff had valid and current satisfactory Comprehensive Records Check Determinations on file as required.****Correction Deadline: 9/27/2021****Corrected on 3/16/2022****.09(1)(l)2. - The consultant observed this rule to be corrected. The current staff had valid and current satisfactory Comprehensive Records Check Determinations on file as required.**

Correction Deadline: 11/12/2021

Corrected on 3/16/2022

.14(1) - This citation was observed to be corrected on this date. The Site-Director had valid evidence of successful training in CPR and first aid as required.

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on the consultant's review of records that a staff member who was hired on December 2, 2021 did not have evidence of obtaining certification in first aid and CPR within 90 days of their hire date as required.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 4/29/2022

Correction Deadline: 2/17/2020

Corrected on 3/16/2022

.31(1)(c) - The consultant observed this rule to be corrected. The staff files were reviewed during the Licensing Study conducted on September 27, 2021. The Director has a valid credential that does not expire until April 26, 2022.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

**Comment**

Center observed to maintain appropriate staff:child ratios.

**Comment**

Staff observed to be attentive to the children's needs.