



**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

**Date:** 8/1/2019      **VisitType:** Monitoring Visit      **Arrival:** 9:15 AM      **Departure:** 12:15 PM

**FR-0000120004**

**Scott, Rena L.**

202 PURSER BRADDY ROAD Cochran, GA 31014 Bleckley County  
(478) 230-7520 renamj2002@yahoo.com

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@decal.ga.gov

**Mailing Address**

202 PURSER BRADDY ROAD  
COCHRAN, GA 31014

**Quality Rated: No**

<b>Compliance Zone Designation</b>		
08/01/2019	Monitoring Visit	Good Standing
02/14/2019	Licensing Study	Good Standing
09/05/2018	Monitoring Visit	Good Standing

**Compliance Zone Designation** - 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.

**Good Standing** - Program is demonstrating an acceptable level of performance in meeting the rules.

**Support** - Program performance is demonstrating a need for improvement in meeting rules.

**Deficient** - Program is not demonstrating an acceptable level of performance in meeting the rules.

**Ratios/License Capacity**

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
<b>Infant (0-11 mos)</b>	2	2	0	0	0
<b>1 &amp; 2 Years</b>	2	2	0	0	0
<b>3 &amp; 4 Years</b>	1	1	0	0	0
<b>School Age(5+) Years</b>	1	1	0	1	0
<b>Total Under 13 Years</b>	6	6	0	1	0
<b>Total Under 18 Years</b>	6				

Children Present: 7      Total Children: 7  
Caregivers/Helpers Present: 2      Total Caregivers/Helpers: 2

**More than 6 for pay**  
6 for pay present & no-pay present does not have a notarized no-pay statement

**Comments**

The purpose of today's visit is to complete a monitoring visit.

The provider does not provide routine transportation, medications, or swimming activities.

All criminal record checks were reviewed. A one-day letter was left today.

Plan of Improvement: Developed This Date 08/01/2019

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.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

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.

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#### 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), e-mail the following information to [CCSRefutations@dec.al.ga.gov](mailto:CCSRefutations@dec.al.ga.gov).

- 1) Facility name, license 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 rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.al.ga.gov/ChildCareServices/RefutationInformation.aspx>

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.

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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)



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Rena Scott, Program Official

Date

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Laura Johnson, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**290-2-3-.12 Equipment and Supplies(CR)**

**Technical Assistance**

**Technical Assistance**

290-2-3-.12(5) - The consultant spoke with the provider about ensuring that the handles on the Step 2 and Little Tikes playhouse doors were replaced to fix the sharp edges.

**Correction Deadline: 8/1/2019**

**290-2-3-.19 Infant-Sleeping Safety Requirements(CR)**

**Technical Assistance**

**Technical Assistance**

290-2-3-.19(1)(a)3 - The consultant spoke with the provider about using sheets in the pack-n-plays and ensuring that they are tight-fitting. The provider removed the sheets and stated that she would not use them moving forward.

**Correction Deadline: 8/1/2019**

**290-2-3-.07 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Home does not provide swimming activities.

### Children's Records

**Records Reviewed: 6**

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

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	

**Records Reviewed: 6**

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

Date of Birth Missing - (.08)(1), Immunization Form - (.08)(2), Infant Feeding Plan - (.10)(4), Allergy/Medical Information - (.08)(4)

Child # 4 Met

Child # 5 Met

Child # 6 Met

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**290-2-3-.08 Children's Records**

**Not Met**

**Finding**

290-2-3-.08(1) requires the Home to have a current and updated record for each Child in care and for a period of one (1) year after each Child leaves. Such records shall include: identifying information (Child's name, birth date, Parent's name, home and business addresses, telephone numbers); name, address and telephone number of persons, including Child's physician, to contact in emergencies; and name, address, telephone numbers, relationship to Child and to Parent(s) and other identifying information of person(s) to whom the Child may be released. It was determined based on a review of records that one child's enrollment record was missing the child's date of birth.

**POI (Plan of Improvement)**

The Home Provider will obtain the missing information and maintain the Children's records as required.

**Correction Deadline: 8/5/2019**

**Technical Assistance**

290-2-3-.08(2) - The consultant spoke with the provider about ensuring that shot records are maintained for all children enrolled.

**Correction Deadline: 8/1/2019**

**Technical Assistance**

290-2-3-.08(4) - The consultant spoke with the provider about ensuring that allergy and disability information is obtained for all children enrolled.

**Correction Deadline: 8/1/2019**

**Facility**

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**290-2-3-.11 Physical Plant - Safe Environment(CR)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detector(s) were observed as required in the home this date.

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**290-2-3-.13 Physical Plant-Structural/Mechanical(CR)**

**Met**

**Comment**

The Home appears clean and free from hazards.

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**290-2-3-.13 Playgrounds(CR)**

**Not Met**

**Finding**

290-2-3-.13(2)(d) requires that outside play areas be protected from traffic or other hazards by fencing or other barriers at least four feet in height and approved by the Department. Fencing material shall not present a hazard to children. A fence shall be provided around swimming pools to make them inaccessible when not in use. It was determined based on observation that there was a four and a half inch gap in the fence on the back of the playground. Additionally, there were thirteen bolts measuring more than two threads on the gates.

**POI (Plan of Improvement)**

The Home will enclose the outside play area(s) with a four-foot high fence or other Department-approved barrier and inspect regularly to ensure fencing material is safe and any hazards identified are repaired or replaced. The Home will install or repair a fence around swimming pools that makes them inaccessible to children.

**Correction Deadline: 8/15/2019**

<b>Food Service</b>
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**290-2-3-.10 Food Service & Nutrition****Not Met****Finding**

290-2-3-.10(4) requires that for the feeding of children under one year old the Home Provider must secure from Parents infant formula and a feeding plan. It was determined based on a review of records that one infant was present and no infant feeding plan was on file.

**POI (Plan of Improvement)**

The Home Provider will ensure that infant formula and a feeding plan is secured for children under one year old.

**Correction Deadline: 8/5/2019**

<b>Health and Hygiene</b>
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**290-2-3-.11 Children's Health and Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the Home.

**290-2-3-.11 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

**290-2-3-.11 Medications(CR)****N/A****Comment**

Per the provider no medication is currently dispensed

<b>Licensure</b>
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**290-2-3-.04 Application Requirements(CR)****Met****Comment**

Appropriate number of children observed in Family Child Care Learning Home this date.

<b>Safety and Discipline</b>
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**Technical Assistance**

290-2-3-.11(1)(n) - The consultant spoke with the provider about ensuring all animals are caged as required.

**Correction Deadline: 8/1/2019**

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**290-2-3-.11 Discipline(CR)****Met****Comment**

The provider and/or the home's employee were observed to maintain a positive learning environment on this date.

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**290-2-3-.11 Transportation(CR)****Met****Comment**

The provider does not provide routine transportation.

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<b>Staff Records</b>
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

290-2-3-.21(1)(a) requires the Home to ensure that the Provider, every actual and potential Employee(including residents age 17 and older) and Provisional Employee of the Family Child Care Learning Home has submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on observation that one employee was present and the provider had not submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will make sure that all employees submit fingerprint applications before coming to the home to ensure that every actual and potential Provider, Employee and Provisional Employee of a Family Child Care Learning Home submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will review the A to Z Background Check video units to ensure the CRC rules are maintained.

**Correction Deadline: 8/1/2019**

**Finding**

290-2-3-.21(1)(c) requires every Employee to have a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before residing in the Home if age 17 or older. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on observation that one employee was present and did not have a current and valid satisfactory Comprehensive Records Check Determination on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Home will have obtain fingerprint determination letters for all employees before they begin working to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Home while any child is present for care or before an individual age 17 or older resides in the Home. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The provider must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Home will review the A to Z video training units to ensure the CRC rules are maintained.

**Correction Deadline: 8/1/2019**

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**290-2-3-.07 Staff Qualifications(CR)**

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)**

**Met**

**Comment**

Appropriate ratios were observed on this date.

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**290-2-3-.07 Supervision(CR)**

**Not Met**

**Finding**

290-2-3-.07(14) requires at least one Adult with a satisfactory Comprehensive Records Check Determination to supervise Children at all times and requires plans to be made to obtain additional adult help in cases of emergencies. It was determined based on observation that four children were left outside for several minutes and the provider was inside the home with two infants.

**POI (Plan of Improvement)**

The Home will ensure that either the Provider or at least one Adult with a satisfactory Comprehensive Records Check Determination supervises the children at all times. The Home will develop or update a plan to obtain additional adult help in case of an emergency.

**Correction Deadline: 8/1/2019**