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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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)

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Cynthia Hitchcock-Scott, Program Official

Date

Melyn Smith, Consultant

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.DECAL.GA.GOV

### Findings Report

**Date:** 9/25/2017    **VisitType:** Monitoring Visit    **Arrival:** 9:50 AM    **Departure:** 11:45 AM

**FR-17552**

**Hitchcock-Scott, Cynthia R**

1320 VINSON HIGHWAY, S.E. Milledgeville, GA 31061 Baldwin County  
(478) 696-1082 chitchcockscott@ymail.com

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**Regional Consultant**

Melyn Smith

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

Observed-Variety Of Equipment

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

**Met**

**Comment**

Observed-Pleasant Naptime Environment

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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**290-2-3-.08 Children's Records****Not Met****Finding**

290-2-3-.08(2) requires the Home to maintain a file for each Child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations; enrollment in the Home may not continue for more than 30 days without such evidence. It was determined, based on review of records, that the Home did not have current evidence of age-appropriate immunizations for one child enrolled.

**POI (Plan of Improvement)**

The Home Provider will ensure that an immunization record/signed affidavit is on file for each enrolled Child.

**Correction Deadline: 9/29/2017****Correction Deadline: 6/15/2017****Corrected on 9/25/2017**

**.08(4) - Previous citation corrected, based on review of records, in that the Home provider did have a notarized statement attesting to the non-pay status for the one child enrolled for whom no pay is received on this date.**

<b>Facility</b>
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**290-2-3-.11 Physical Plant - Safe Environment(CR)****Met****Comment**

Observation-No Hazards Accessible

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

Home Clean, Free of Hazards

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

Outside Area Clean, Well Maintained

<b>Health and Hygiene</b>
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**290-2-3-.11 Children's Health and Hygiene(CR)****Not Met****Finding**

290-2-3-.11(1)(i) requires that personnel shall wash their hands with liquid soap and warm running water: immediately before and after each diaper change; immediately upon the first Child's arrival in the Home for care and upon re-entering the Home after outside play; before and after dispensing oral medications and applying topical medications, ointments, creams or lotions, handling and preparing food, eating, drinking, preparing bottles, feeding or assisting children with eating and drinking; after toileting or helping children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids such as, but not limited to, mucus, saliva, vomit or blood, and after contamination by any other means. It was determined, based on observation, that the provider stated that she cleans her hands using hand sanitizer before diapering, when it is required that hands be washed with liquid soap and warm running water before each diaper change.

**POI (Plan of Improvement)**

To ensure proper hygiene, all Staff shall wash their hands with liquid soap and warm running water as required.

**Correction Deadline: 9/25/2017**

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

Staff Stated Proper Knowledge

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**290-2-3-.11 Medications(CR)** **Met**

**Comment**

The provider stated that medication is not dispensed at this time.

**Licensure**

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**290-2-3-.04 Application Requirements(CR)** **Met**

**Comment**

290-2-3-.04(1)(d) - The provider was observed to provide care for five unrelated children on this date.

**Correction Deadline: 9/25/2017**

**Safety and Discipline**

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

**Comment**

Pleasant Interactions Observed

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

**Comment**

No Routine Transportation Provided

**Staff Records**

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**290-2-3-.21 Criminal Records Check(CR)** **Met**

**Correction Deadline: 6/16/2017**

**Corrected on 9/25/2017**

**.21(1)(a) - Previous citation corrected, based on review of records, in that the provider had a Satisfactory Records Check Determination for all employees on this date.**

**Comment**

Criminal Records Check complete

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**290-2-3-.07 First Aid & CPR** **Met**

**Correction Deadline: 7/15/2017**

**Corrected on 9/25/2017**

**.07(5) - Previous citation corrected, based on review of records, in that the provider had documentation of current completion of first aid and CPR training on this date.**

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

**Comment**

Staff qualifications/compliance with law

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**290-2-3-.08 Staff Training** **Met**

**Correction Deadline: 6/15/2017**

**Corrected on 9/25/2017**

**.08(6) - Previous citation corrected, based on review of records, in that the provider had documentation of completion of training for 2017 on this date.**

**Staff:Child Ratios and Supervision**

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**290-2-3-.07 Staff:Child Ratios(CR)**

**Met**

**Comment**

Appropriate Ratios Observed

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

**Met**

**Comment**

Observed-Direct Supervision/Attention To Needs