

Center Name: Charlotte's Place Preschool		Address: 3100 Oak St. Las Cruces, NM 88005			Phone: (575)644-7178		
License Number: 157952	Issue Date: 08/5/2016	Expiration Date: 08/4/2017	Type: 3 Star FOCUS Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	36	Under Age 2:	28	Night Care:	0	Playground:	45
		Over 2:	0	Under 2:	0		
Days and Hours of Operation							
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:	07:00 AM	07:00 AM	07:00 AM	07:00 AM	07:00 AM	Closed	Closed
Closing Times:	05:00 PM	05:00 PM	05:00 PM	05:00 PM	05:00 PM		
# of Classrooms: 7	Purpose: Follow-up		Date: 03/31/2017		Time: 01:46 PM		
Comments Survey is a result of correcting deficiency cited on Semi-Annual Survey dated 12/19/2016. Areas marked "NA" are not applicable to this followup.							

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:

Licensure	
8.16.2.11 A TYPES OF LICENSES	N/A
8.16.2.11 B RENEWAL OF LICENSE	N/A
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	N/A
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	N/A
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	N/A
8.16.2.18 D COMPLAINTS	N/A
8.16.2.21 A LICENSING REQUIREMENTS	N/A
8.16.2.21 B CAPACITY OF CENTERS	N/A
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	N/A
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	N/A
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	N/A
8.16.2.22 C POLICY AND PROCEDURES	N/A
8.16.2.22 D FAMILY HANDBOOK	N/A
8.16.2.22 E CHILDREN'S RECORDS	N/A
8.16.2.22 F PERSONNEL RECORDS	N/A
8.16.2.22 G PERSONNEL HANDBOOK	N/A
Personnel & Staffing	
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance

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Personnel & Staffing

Deficiencies

In the absence of the director, the center does not have a notice posted naming the person designated to be in charge.

Regulation: 8.16.2.23A(8)

Corrective Action Plan

In the director's absence, a person will be assigned to be in charge and a notice to that affect will be posted.

CORRECTED AND POSTED.

Date to be Completed: 03/31/2017

8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING	N/A
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES	N/A
Services & Care of Children	
8.16.2.24 A GUIDANCE	N/A
8.16.2.24 B NAPS OR REST PERIOD	N/A
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS	N/A
8.16.2.24 D DIAPERING AND TOILETING	N/A
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	N/A
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE	N/A
8.16.2.24 G PHYSICAL ENVIRONMENT	N/A
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	N/A
8.16.2.24 I EQUIPMENT AND PROGRAM	N/A
8.16.2.24 J OUTDOOR PLAY AREAS	N/A
8.16.2.24 K SWIMMING, WADING AND WATER	N/A
8.16.2.24 L FIELD TRIPS	N/A
Food Service	
8.16.2.25 B MEALS AND SNACKS	N/A
8.16.2.25 C MENUS	N/A
8.16.2.25 D KITCHENS	N/A
8.16.2.25 E MEAL TIMES	N/A
Health & Safety Requirements	
8.16.2.26 A HYGIENE	N/A
8.16.2.26 B FIRST AID REQUIREMENTS	N/A
8.16.2.26 C MEDICATION	N/A
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS	N/A
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS	N/A

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Buildings, Grounds & Safety		
8.16.2.29 A HOUSEKEEPING		N/A
8.16.2.29 B PEST CONTROL		N/A
8.16.2.29 C MECHANICAL SYSTEMS		N/A
8.16.2.29 D WATER AND WASTE		N/A
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		N/A
8.16.2.29 F EXITS AND WINDOWS		N/A
8.16.2.29 G TOILET AND BATHING FACILITIES		N/A
8.16.2.29 H SAFETY COMPLIANCE		N/A
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		N/A
8.16.2.29 J PETS		N/A

Please note: Per CYFD regulation NMAC 8.16.2, failure to comply with the corrective action plans as noted above, may result in further action taken against the licensee.



03/31/2017



03/31/2017

Surveyor: Sandra Connolly	Date	Facility Rep: Melanie Waller	Date
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