

Center Name: Charlotte's Place Preschool		Address: 3100 Oak St. Las Cruces, NM 88005			Phone: (575)644-7178		
License Number: 157952	Issue Date: 10/23/2017	Expiration Date: 08/4/2018	Type: 2 Star + Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	36	Under Age 2:	28	Night Care:	0	Playground:	45
		Over 2:	21	Under 2:	17		
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:	07:30 AM	07:30 AM	07:30 AM	07:30 AM	07:30 AM	Closed	Closed
Closing Times:	05:30 PM	05:30 PM	05:30 PM	05:30 PM	05:30 PM		
# of Classrooms: 7	Purpose: Complaint		Date: 11/13/2017		Time: 10:35 AM		
Comments Citation to complaint recieved on 10/25/2017.							

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	Not Inspected
8.16.2.11 B RENEWAL OF LICENSE	Not Inspected
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Not Inspected
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Not Inspected
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Not Inspected
8.16.2.21 B CAPACITY OF CENTERS	Not Inspected
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS <u>Deficiencies</u> The center failed to make a report to the licensing authority within 24 hours after the incident occurred regarding unattended children. Three children were left unattended in a classroom. Regulation: 8.16.2.21 C <u>Corrective Action Plan</u> The center will make an immediate report by phone and follow-up in writing within 24 hours of any incident that threatens the health and safety of children and staff members. Date to be Completed: 12/13/2017 <u>Deficiencies</u> The center failed to notify parents or guardians in writing of an incident regarding unattended children. Three children were left unattended in a classroom. Regulation: 8.16.2.21C(2) <u>Corrective Action Plan</u> Parents or guardians will be notified in writing of an incident that threatened or could have threatened the health or safety of children in the center. Date to be Completed: 12/13/2017	Non-compliance

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Administrative Requirements		
8.16.2.22 A ADMINISTRATION RECORDS		Not Inspected
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT		Not Inspected
8.16.2.22 C POLICY AND PROCEDURES		Not Inspected
8.16.2.22 D FAMILY HANDBOOK		Not Inspected
8.16.2.22 E CHILDREN'S RECORDS		Not Inspected
8.16.2.22 F PERSONNEL RECORDS		Not Inspected
8.16.2.22 G PERSONNEL HANDBOOK		Not Inspected
Personnel & Staffing		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS		Not Inspected
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING		Not Inspected
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES		Not Inspected
Services & Care of Children		
8.16.2.24 A GUIDANCE		Not Inspected
8.16.2.24 B NAPS OR REST PERIOD		Not Inspected
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS		Not Inspected
8.16.2.24 D DIAPERING AND TOILETING		Not Inspected
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS		Not Inspected
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE		Not Inspected
8.16.2.24 G PHYSICAL ENVIRONMENT		Not Inspected
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT		Not Inspected
8.16.2.24 I EQUIPMENT AND PROGRAM		Not Inspected
8.16.2.24 J OUTDOOR PLAY AREAS		Not Inspected
8.16.2.24 K SWIMMING, WADING AND WATER		Not Inspected
8.16.2.24 L FIELD TRIPS		Not Inspected
Food Service		
8.16.2.25 B MEALS AND SNACKS		Not Inspected
8.16.2.25 C MENUS		Not Inspected
8.16.2.25 D KITCHENS		Not Inspected
8.16.2.25 E MEAL TIMES		Not Inspected
Health & Safety Requirements		
8.16.2.26 A HYGIENE		Not Inspected
8.16.2.26 B FIRST AID REQUIREMENTS		Not Inspected
8.16.2.26 C MEDICATION		Not Inspected
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Not Inspected

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Health & Safety Requirements		
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		Not Inspected
Buildings, Grounds & Safety		
8.16.2.29 A HOUSEKEEPING		Not Inspected
8.16.2.29 B PEST CONTROL		Not Inspected
8.16.2.29 C MECHANICAL SYSTEMS		Not Inspected
8.16.2.29 D WATER AND WASTE		Not Inspected
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Not Inspected
8.16.2.29 F EXITS AND WINDOWS		Not Inspected
8.16.2.29 G TOILET AND BATHING FACILITIES		Not Inspected
8.16.2.29 H SAFETY COMPLIANCE		Not Inspected
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Not Inspected
8.16.2.29 J PETS		Not Inspected

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.

 11:05			
11/13/2017	11/13/2017		
Surveyor: Steven Wells	Date	Facility Rep: Lurdes Esparza	Date