

<b>Center Name:</b> FUMC Parents Morning Out		<b>Address:</b> 1800 Red Rock Drive Gallup, NM 87301			<b>Phone:</b> (505)593-3887		
<b>License Number:</b> 127449	<b>Issue Date:</b> 02/22/2017	<b>Expiration Date:</b> 02/21/2018	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	12	Under Age 2:	0	Night Care:	0	Playground:	12
		Over 2:	8	Under 2:	0		
<b>Days and Hours of Operation</b>							
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:	09:00 AM	09:00 AM	09:00 AM	09:00 AM	09:00 AM	Closed	Closed
Closing Times:	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM		
<b># of Classrooms:</b> 1	<b>Purpose:</b> Semi-Annual		<b>Date:</b> 08/23/2017		<b>Time:</b> 11:00 AM		
<b>Comments</b>							
Watched the children have snack and work in the interest areas. The teachers had great interactions with the children. Email fingerprint documentation. Discussed the emergency preparedness drills.							

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	Compliance
8.16.2.18 D COMPLAINTS	N/A
8.16.2.21 A LICENSING REQUIREMENTS	Compliance
8.16.2.21 B CAPACITY OF CENTERS	Compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	N/A
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	Compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Compliance
8.16.2.22 C POLICY AND PROCEDURES	Compliance
8.16.2.22 D FAMILY HANDBOOK	Compliance
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance

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**Administrative Requirements**

**Deficiencies**

Of the 2 children's records reviewed, 2 is/are missing an enrollment agreement form signed by the parent or guardian with an outline of services and costs. See the Children's Records 8.16.2.22 form for the child(ren) with missing information.

**Regulation:** 8.16.2.22E(1)(k)

**Corrective Action Plan**

Parents will be advised to sign the enrollment agreement. The center will review all children's records to ensure an enrollment agreement form is on file.

**Date to be Completed:** 09/25/2017

<b>8.16.2.22 F PERSONNEL RECORDS</b>	Non-compliance
<p><b><u>Deficiencies</u></b></p> <p>From the review of staff records, it was determined that 1 out of 2 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information. Note: The staff member did submit for an updated clearance letter but has not heard from the background unit. The staff member will check on the clearance. Documentation was submitted in February.</p> <p><b>Regulation:</b> 8.16.2.22F(1)(e)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>The center will obtain documentation of a background check.</p> <p><b>Date to be Completed:</b> 09/06/2017</p>	
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>	Compliance

**Personnel & Staffing**

<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Compliance
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>	Compliance
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>	Compliance

**Services & Care of Children**

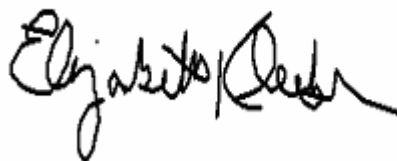
<b>8.16.2.24 A GUIDANCE</b>	Compliance
<b>8.16.2.24 B NAPS OR REST PERIOD</b>	N/A
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>	N/A
<b>8.16.2.24 D DIAPERING AND TOILETING</b>	Compliance
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	Compliance
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>	N/A
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>	Compliance
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	Compliance
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>	Compliance
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>	Compliance
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>	N/A
<b>8.16.2.24 L FIELD TRIPS</b>	N/A

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<b>Food Service</b>		
8.16.2.25 B MEALS AND SNACKS		Compliance
8.16.2.25 C MENUS		Compliance
8.16.2.25 D KITCHENS		Compliance
8.16.2.25 E MEAL TIMES		Compliance
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE		Compliance
8.16.2.26 B FIRST AID REQUIREMENTS		Compliance
8.16.2.26 C MEDICATION		N/A
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Compliance
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING		Compliance
8.16.2.29 B PEST CONTROL		Compliance
8.16.2.29 C MECHANICAL SYSTEMS		Compliance
8.16.2.29 D WATER AND WASTE		Compliance
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Compliance
8.16.2.29 F EXITS AND WINDOWS		Compliance
8.16.2.29 G TOILET AND BATHING FACILITIES		Compliance
8.16.2.29 H SAFETY COMPLIANCE		Compliance
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Compliance
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.

  
12:48 PM

08/23/2017



08/23/2017

Surveyor: Peggy Waconda

Date

Facility Rep: Elizabeth Kleenberger

Date