



Facility

Name: PMS Aztec Head Start **License Number:** 94714
Address: 805 Maddox, Aztec, NM 87410
Phone: 5053348541 **Fax:** **E-mail:** marcia.dobey@pmsnm.org

License Information

Type: 5 Star FOCUS Child Care Center **Status:** Licensed **Issue Date:** 05/01/2018 **Expiration Date:** 04/30/2019

Capacity

Over Age 2: 37 **Under Age 2:** **Night Care:** **Playground:** 37
Square Footage: 0

Census

Over 2: 23 **Under 2:** 0

Classrooms

Number of Classrooms: 2

Days and Hours of Operation

Monday Closed	Tuesday 8:00 AM - 1:30 PM	Wednesday 8:00 AM - 1:30 PM	Thursday 8:00 AM - 1:30 PM	Friday 8:00 AM - 1:30 PM
Saturday Closed	Sunday Closed			

Inspection

Date: 03/27/2019 **Time In:** 10:36 AM **Time Out:** 1:00 PM **Purpose:** Annual

Licensure

8.16.2.11 A Types of Licenses	Compliance
8.16.2.11 B Renewal of License	Compliance
8.16.2.11 D Non-transferable Restrictions of License	N/A
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	Compliance
8.16.2.17 E, F Surveys for Child Care Facilities	Compliance
8.16.2.18 D Complaints	Compliance
8.16.2.21 A Licensing Requirements	Compliance
8.16.2.21 B Capacity of Centers	Compliance

Administrative Requirements *(continued)*

8.16.2.21 C Incident Reporting Requirements Compliance

Administrative Requirements

8.16.2.22 A Administrative 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**

Of the 4 children's records reviewed, 2 are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.22 form for the child(ren) with no immunization/exemption.

Corrective Action Plan

Parents will be advised to submit a complete and up-to-date immunization record or exemption. The center will review all children's records to ensure complete information is on file.

Regulation: 8.16.2.22.E.1.e.

Date to be Completed: 04/26/2019

8.16.2.22 F Personnel Records Compliance

8.16.2.22 G Personnel Handbook Compliance

Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements Compliance

8.16.2.23 B Staff Qualifications and Training Compliance

8.16.2.23 C Staff/Child Ratios and Group Sizes Compliance

Services & Care of Children

8.16.2.24 A Guidance Compliance

8.16.2.24 B Naps or Rest Period Compliance

8.16.2.24 C Additional Requirements for Infants and Toddlers N/A

8.16.2.24 D Diapering and Toileting Compliance

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 Compliance

Services & Care of Children *(continued)*

8.16.2.24 H Social-Emotional Responsive Environment *Compliance*

8.16.2.24 I Equipment and Program *Compliance*

8.16.2.24 J Outdoor Play Areas **Non-compliance**

Playground basketball goals, sit inside red train, and white spinning equipment are not safe as evidenced by the following: not safely anchored down.

Corrective Action Plan

Equipment will be removed or made inaccessible until repairs can be made. A schedule for routine inspection and maintenance will be devised.

Regulation: 8.16.2.24.J.1.

Date to be Completed: 04/26/2019

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 *Compliance*

8.16.2.25 C Menus *Compliance*

8.16.2.25 D Kitchens *Compliance*

8.16.2.25 E Meal Times *Compliance*

Health & Safety Requirements

8.16.2.26 A Hygiene *Compliance*

8.16.2.26 B First Aid Requirements *Compliance*

8.16.2.26 C Medication *Compliance*

8.16.2.27 A-D Illness Requirements for Centers *Compliance*

8.16.2.28 A-H Transportation Requirements for Centers *N/A*

Buildings, Grounds & Safety

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*

Buildings, Grounds & Safety (continued)

8.16.2.29 E Lighting, Lighting Fixtures and Electrical	Compliance
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8.16.2.29 F Exits and Windows	Compliance
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8.16.2.29 G Toilet and Bathing Facilities	Non-compliance
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The toilet in the bathroom for classroom 1 is not functional.

Corrective Action Plan

The center will make necessary changes to the bathroom to ensure it is accessible and functional.

Regulation: 8.16.2.29.G.3.

Date to be Completed: 04/26/2019

8.16.2.29 H Safety Compliance	Compliance
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8.16.2.29 H3(f)(i)(k) Safety Compliance	Compliance
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8.16.2.29 J Pets	N/A
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Additional Comments

Center is very organized and clean. Educators provided quality time with children.

Signatures

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



Surveyor: Nicole Denney



Facility Representative: Marcia Dobey