

Center Name: PMS Aztec Head Start		Address: 805 Maddox Aztec, NM 87410			Phone: (505)334-8541		
License Number: 94714	Issue Date: 05/1/2016	Expiration Date: 04/30/2017	Type: 5 Star FOCUS Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	37	Under Age 2:	0	Night Care:	0	Playground:	37
		Over 2:	27			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:	08:00 AM	08:00 AM	08:00 AM	08:00 AM	08:00 AM	Closed	Closed
Closing Times:	01:00 PM	01:00 PM	01:00 PM	01:00 PM	01:00 PM		
# of Classrooms: 2	Purpose: Annual		Date: 02/09/2017		Time: 11:20 AM		
Comments Discussed revised regulations, background information, expulsion policy and Disaster Preparedness Plan. Revised policies need to be added to the parent handbook.							

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	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	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 <u>Deficiencies</u> The center failed to post the maximum capacity of the playground on the doors to the playground. Regulation: 8.16.2.21B(3)(b) <u>Corrective Action Plan</u> The center will post the maximum capacity of the playground on the doors to the playground. Date to be Completed: 02/13/2017	Non-compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	N/A

Administrative Requirements

8.16.2.22 A ADMINISTRATION RECORDS	Non-compliance
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Administrative Requirements		
<p><u>Deficiencies</u> The center failed to display in a prominent place that is readily visible to parents, staff and visitors the current child care regulations. Note: Old regulations are posted. Regulation: 8.16.2.22A</p> <p><u>Corrective Action Plan</u> The center will post the missing item. Date to be Completed: 03/13/2017</p>		
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		Compliance
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 <u>Deficiencies</u> The center failed to post the capacity for each activity/interest area. 1 out of 2 classrooms failed to post the capacity for each activity/interest area. Regulation: 8.16.2.23 C (2)(b) <u>Corrective Action Plan</u> Each activity/interest area will have a posted capacity, which may vary according to the activity and size of the space, and will not exceed the group size requirement as specified in Paragraph (1) of Subsection C of 8.16.2.23 NMAC Date to be Completed: 03/13/2017		Non-compliance
Services & Care of Children		
8.16.2.24 A GUIDANCE		Compliance
8.16.2.24 B NAPS OR REST PERIOD		Not Inspected
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
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		Compliance
8.16.2.24 K SWIMMING, WADING AND WATER		N/A

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Services & Care of Children		
8.16.2.24 L FIELD TRIPS		Not Inspected
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		Non-compliance
<p><u>Deficiencies</u> The Equipment are not in good repair as evidenced by basketball netting torn.</p> <p>Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> Repairs will be completed and a system for routine inspection of the center and premises will be established.</p> <p>Date to be Completed: 03/13/2017</p> <p><u>Deficiencies</u> The equipment in the playground are not clean as evidenced by spider webs under the adult bench.</p> <p>Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> Cleaning will be completed and a schedule for routine cleaning will be established.</p> <p>Date to be Completed: 03/13/2017</p>		
8.16.2.29 B PEST CONTROL		Compliance
8.16.2.29 C MECHANICAL SYSTEMS		Compliance
8.16.2.29 D WATER AND WASTE		Non-compliance
<p><u>Deficiencies</u> The center does not have hot and cold running water pressure at all sinks. Note: Water is warm then cold.</p> <p>Regulation: 8.16.2.29D</p> <p><u>Corrective Action Plan</u> Hot and cold running water will be provided.</p> <p>Date to be Completed: 03/13/2017</p>		

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Buildings, Grounds & Safety

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.

P. Waconda
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[Signature]

02/09/2017

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02/09/2017

Surveyor: Peggy Waconda	Date	Facility Rep: Marcia Dobe	Date
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