

| | | | | | | | |
|---|---------------------------------|--|--|-----------------|--------------------------------|-----------------|---------------|
| Center Name: PMS Aztec Head Start | | Address: 805 Maddox Aztec, NM 87410 | | | Phone: (505)334-8541 | | |
| License Number: 94714 | Issue Date: 05/1/2017 | Expiration Date: 04/30/2018 | 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: | 26 | 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: 02/27/2018 | | Time: 11:28 AM | | |
| Comments Very well organized. Observed lunchtime - good interaction with teachers and students. | | | | | | | |

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 | Compliance |
| 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 |
| 8.16.2.21 C INCIDENT REPORTING REQUIREMENTS | Compliance |
| 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 | 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 | Compliance |

| | | |
|---|---------------------------------|----------------------------|
| Center Name: PMS Aztec Head Start | License Number: 94714 | Date: 02/27/2018 |
| 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 |
| 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 |
| 8.16.2.24 L FIELD TRIPS | | Compliance |
| 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 |
| 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 | | Non-compliance |

| | | |
|---|---------------------------------|----------------------------|
| Center Name: PMS Aztec Head Start | License Number: 94714 | Date: 02/27/2018 |
|---|---------------------------------|----------------------------|

Buildings, Grounds & Safety

Deficiencies

The center does not have verification of an annual fire inspection from the fire authority having jurisdiction.

Regulation: 8.16.2.29H(3)(e)

Corrective Action Plan

An annual fire inspection will be requested from the fire authority having jurisdiction over the center.

Date to be Completed: 03/26/2018

| | |
|--|------------|
| 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.



02/27/2018



02/27/2018

| | | | |
|--------------------------|------|----------------------------|------|
| Surveyor: Diana Martinez | Date | Facility Rep: Marcia Dobey | Date |
|--------------------------|------|----------------------------|------|