



Facility

Name: PMS Little Steps Early Head Start **License Number:** 145688
Address: 421 Quantum Rd., Rio Rancho, NM 87124
Phone: 5053384658 **Fax:** **E-mail:** marie.martinez@pmsnm.org

License Information

Type: 5 Star FOCUS Child Care Center **Status:** Licensed **Issue Date:** 11/01/2018 **Expiration Date:** 10/31/2019

Capacity

Over Age 2: 16 **Under Age 2:** 24 **Night Care:** 0 **Playground:** 14
Square Footage: 0

Census

Over 2: 15 **Under 2:** 12

Classrooms

Number of Classrooms: 3

Days and Hours of Operation

Monday 7:30 AM - 2:30 PM	Tuesday 7:30 AM - 2:30 PM	Wednesday 7:30 AM - 2:30 PM	Thursday 7:30 AM - 2:30 PM	Friday 7:30 AM - 2:30 PM
Saturday Closed	Sunday Closed			

Inspection

Date: 02/20/2019 **Time In:** 9:40 AM **Time Out:** 11:00 AM **Purpose:** Semi-Annual

Licensure

8.16.2.11 A Types of Licenses	<i>Not Inspected</i>
8.16.2.11 B Renewal of License	<i>Not Inspected</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Not Inspected</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Compliance</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>

Administrative Requirements *(continued)*

8.16.2.21 C Incident Reporting Requirements	<i>Not Inspected</i>
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Administrative Requirements

8.16.2.22 A Administrative Records	<i>Compliance</i>
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8.16.2.22 B Mission, Philosophy and Curriculum Statement	<i>Not Inspected</i>
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8.16.2.22 C Policy and Procedures	<i>Not Inspected</i>
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8.16.2.22 D Family Handbook	<i>Not Inspected</i>
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8.16.2.22 E Children's Records	<i>Compliance</i>
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8.16.2.22 F Personnel Records	<i>Compliance</i>
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8.16.2.22 G Personnel Handbook	<i>Not Inspected</i>
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Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements	<i>Compliance</i>
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8.16.2.23 B Staff Qualifications and Training	<i>Compliance</i>
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8.16.2.23 C Staff/Child Ratios and Group Sizes	<i>Compliance</i>
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Services & Care of Children

8.16.2.24 A Guidance	<i>Compliance</i>
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8.16.2.24 B Naps or Rest Period	<i>Compliance</i>
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8.16.2.24 C Additional Requirements for Infants and Toddlers	<i>Compliance</i>
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8.16.2.24 D Diapering and Toileting	<i>Compliance</i>
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8.16.2.24 E Additional Requirements for Children with Special Needs	<i>Compliance</i>
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8.16.2.24 F Additional Requirements for Night Care	<i>N/A</i>
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8.16.2.24 G Physical Environment	<i>Not Inspected</i>
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8.16.2.24 H Social-Emotional Responsive Environment	<i>Compliance</i>
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8.16.2.24 I Equipment and Program	<i>Not Inspected</i>
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8.16.2.24 J Outdoor Play Areas	<i>Compliance</i>
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8.16.2.24 K Swimming, Wading and Water	<i>Not Inspected</i>
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8.16.2.24 L Field Trips	<i>Not Inspected</i>
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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	Not Inspected
8.16.2.26 C Medication	Not Inspected
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	Compliance
8.16.2.29 H3(f)(i)(k) Safety Compliance	Compliance
8.16.2.29 J Pets	N/A

Additional Comments

Two educators need to renew their background checks, one before April 2019 and the other before September 2019.

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: *Kia Kennedy*



Facility Representative: *Marie Martinez*