



Facility

Name: *RGEC @ Dennis Chavez Elementary - Belen* **License Number:** *159476*
Address: *19670 Hwy 314, Belen, NM 87002*
Phone: *5059661824* **Fax:** **E-mail:** *mlujan@rgec.org*

License Information

Type: *2 Star Child Care Center* **Status:** *Licensed* **Issue Date:** *03/05/2017* **Expiration Date:** *03/04/2018*

Capacity

Under Age 2: *0* **Over Age 2:** *109* **Night Care:** *0* **Playground:** *109*
Square Footage: *0*

Census

Over 2: *40* **Under 2:** *0*

Classrooms

Number of Classrooms: *1*

Days and Hours of Operation

Monday <i>3:10 PM - 6:00 PM</i>	Tuesday <i>3:10 PM - 6:00 PM</i>	Wednesday <i>3:10 PM - 6:00 PM</i>	Thursday <i>3:10 PM - 6:00 PM</i>	Friday <i>3:10 PM - 6:00 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *01/04/2018* **Time In:** *3:00 PM* **Time Out:** *4:00 PM* **Purpose:** *Annual*

Licensure

8.16.2.40 A Licensing Requirements *Compliance*
 8.16.2.40 B Capacity of a Program *Compliance*
 8.16.2.40 C,D Incident Reporting Requirements *Not Inspected*

Administrative Requirements

8.16.2.41 A Administrative Records ***Non-compliance***

The program failed to display in a prominent place the dated weekly menus for meals and snacks.

Corrective Action Plan
The program will post the missing item(s).

(continued)

Date to be Completed: 02/03/2018

8.16.2.41 B Mission, Philosophy and Curriculum Statement	<i>Not Inspected</i>
8.16.2.41 C Parent Handbook	<i>Not Inspected</i>
8.16.2.41 D Children's Records	<i>Compliance</i>
8.16.2.41 E Personnel Records	Non-compliance

From the review of staff records, it was determined that 1 out of 3 staff records does/do not include an emergency contact number. See Staff Records 8.16.2.41 form for staff with this missing information.

Corrective Action Plan

The program will have staff complete required information.

Date to be Completed: 02/03/2018

From the review of staff records, it was determined that 1 out of 3 staff records does/do not include a current work schedule and daily sign in sheet that includes the time of arrival and departure and breaks and lunch. See Staff Records 8.16.2.41 form for staff who need to have a work schedule.

Corrective Action Plan

The program will add the work schedule and maintain dated weekly work schedules for the director, all staff, all care givers and volunteers.

Date to be Completed: 02/03/2018

8.16.2.41 F Personnel Handbook	<i>Not Inspected</i>
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Personnel & Staffing

8.16.2.42 A Personnel and Staffing Requirements	<i>Compliance</i>
8.16.2.42 B Staff Qualifications	<i>Compliance</i>
8.16.2.42 C Training	<i>Not Inspected</i>

Services & Care of Children

8.16.2.43 A Guidance	<i>Compliance</i>
8.16.2.43 B Physical Environment	<i>Compliance</i>
8.16.2.43 C Social-Emotional Responsive Environment	<i>Compliance</i>
8.16.2.43 D Equipment and Program	<i>Compliance</i>
8.16.2.43 E Additional Requirements for Children with Special Needs	<i>Compliance</i>
8.16.2.43 F Outdoor Play Areas	<i>Compliance</i>
8.16.2.43 G Swimming, Wading and Water	<i>N/A</i>

(continued)

Food Service *(continued)*

8.16.2.43 H Field Trips

Not Inspected

Food Service

8.16.2.44 B Meals and Snacks

Compliance

8.16.2.44 C Kitchens

Non-compliance

The kitchen refrigerator does not have a working thermometer.

Corrective Action Plan

A working thermometer will be obtained and placed in the unit.

Date to be Completed: 02/03/2018

Health & Safety Requirements

8.16.2.45 A Hygiene

Compliance

8.16.2.45 B First Aid Requirements

Non-compliance

The program does not have on duty at all times all staff members or all educators currently certified in first aid and cardiopulmonary resuscitation (CPR).

Corrective Action Plan

The program will have all educators certified in first aid and cardiopulmonary resuscitation (CPR).

Date to be Completed: 02/03/2018

8.16.2.45 C Medication

N/A

8.16.2.45 D Illnesses

Not Inspected

8.16.2.46 A-H Transportation Requirements

N/A

Buildings, Grounds & Safety

8.16.2.47 A Housekeeping

Compliance

8.16.2.47 B Pest Control

Compliance

8.16.2.47 C Mechanical Systems

Compliance

8.16.2.47 D Lighting, Lighting Fixtures and Electrical

Compliance

8.16.2.47 E Exits and Windows

Compliance

8.16.2.47 F Toilet and Bathing Facilities:

Compliance

(continued)

Food Service (continued)

Buildings, Grounds & Safety (continued)

8.16.2.47 G Safety Compliance:

Non-compliance

The program failed to conduct a fire drill for the month(s) of December.

Corrective Action Plan

A monthly fire drill will be held and recorded.

Date to be Completed: 02/03/2018

The program did not conduct emergency preparedness practice drills at least quarterly beginning of each school calendar year.

Corrective Action Plan

A quarterly emergency preparedness practice drill will be held and recorded.

Date to be Completed: 02/03/2018

8.16.2.47 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances

Compliance

8.16.2.47 I Pets

N/A

Additional Comments

None

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: Mark Prizzi



Facility Representative: Michael A Lujan Crystal Martinez