



Facility

Name: *Santa Fe Boys & Girls Club - Santa Cruz* License Number: *153867*
 Address: *145 Quintana St., Espanola, NM 87532*
 Phone: *5057532922* Fax: E-mail:

License Information

Type: *2 Star Child Care Center* Status: *Licensed* Issue Date: *04/07/2018* Expiration Date: *04/06/2019*

Capacity

Over Age 2: *41* Under Age 2: *0* Night Care: *0* Playground: *41*
 Square Footage: *0*

Census

Over 2: *17* Under 2: *0*

Classrooms

Number of Classrooms: *3*

Days and Hours of Operation - Morning

Monday <i>Closed</i>	Tuesday <i>Closed</i>	Wednesday <i>Closed</i>	Thursday <i>Closed</i>	Friday <i>Closed</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Days and Hours of Operation - Afternoon

Monday <i>3:30 PM - 6:00 PM</i>	Tuesday <i>3:30 PM - 6:00 PM</i>	Wednesday <i>3:30 PM - 6:00 PM</i>	Thursday <i>3:30 PM - 6:00 PM</i>	Friday <i>3:30 PM - 6:00 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *08/30/2018* Time In: *3:00 PM* Time Out: *4:15 PM* Purpose: *Semi-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 *Compliance*

Administrative Requirements

8.16.2.41 A Administrative Records	Compliance
8.16.2.41 B Mission, Philosophy and Curriculum Statement	Compliance
8.16.2.41 C Parent Handbook	Compliance
8.16.2.41 D Children's Records	Non-compliance

Of the 5 children's records reviewed, 1 is/are missing the name and telephone number of a physician or emergency medical center authorized by a parent or guardian to contact in case of illness or emergency. See Children's Records 8.16.2.41 form for the child(ren) with missing information.

Corrected on site.

Corrective Action Plan

Parents will be advised to review and add missing information. The program will review all children's records to ensure contact information for a physician or medical center is on file.

Regulation: 8.16.2.41.D.2.b.

Date to be Completed: 09/29/2018

8.16.2.41 E Personnel Records	Compliance
8.16.2.41 F Personnel Handbook	Compliance

Personnel & Staffing

8.16.2.42 A Personnel and Staffing Requirements	Compliance
8.16.2.42 B Staff Qualifications	Compliance
8.16.2.42 C Training	Compliance

Services & Care of Children

8.16.2.43 A Guidance	Compliance
8.16.2.43 B Physical Environment	Compliance
8.16.2.43 C Social-Emotional Responsive Environment	Compliance
8.16.2.43 D Equipment and Program	Compliance
8.16.2.43 E Additional Requirements for Children with Special Needs	Compliance
8.16.2.43 F Outdoor Play Areas	Compliance
8.16.2.43 G Swimming, Wading and Water	Not Inspected
8.16.2.43 H Field Trips	Compliance

Food Service

8.16.2.44 B Meals and Snacks	Compliance
8.16.2.44 C Kitchens	Compliance

Health & Safety Requirements

8.16.2.45 A Hygiene	Compliance
8.16.2.45 B First Aid Requirements	Compliance
8.16.2.45 C Medication	Compliance
8.16.2.45 D Illnesses	Compliance
8.16.2.46 A-H Transportation Requirements	Compliance

Buildings, Grounds & Safety

8.16.2.47 A Housekeeping	Non-compliance
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The chairs, premises are not in good repair as evidenced by the bench outside needs to be replaced. The 2 lights in the game room are not working, 1 light cover needs to be tighten.

Corrective Action Plan

Repairs will be completed and a system for routine inspection of the premises will be established.

Regulation: 8.16.2.47.A.1.

Date to be Completed: 09/29/2018

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
8.16.2.47 G Safety Compliance:	Compliance
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: *Dion Ortega*



Facility Representative: *Marissa Bustos*