

Center Name: Santa Fe Boys & Girls Club - Valle Vista			Address: 08 Los Lunas Santa Fe, NM 87508			Phone: (505)204-0303					
License Number: 153866	Issue Date: 02/2/2016	Expiration Date: 02/1/2017	Type: 2 Star Child Care Center			Status: Licensed					
Capacity						Census					
Over Age 2:	52	Under Age 2:	0	Night Care:	0	Playground:	52	Over 2:	00	Under 2:	9
Days and Hours of Operation											
Morning		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>			
Opening Times:							Closed	Closed			
Closing Times:											
Afternoon		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>			
Opening Times:		02:00 PM	02:00 PM	02:00 PM	02:00 PM	02:00 PM					
Closing Times:		06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM					
# of Classrooms: 2		Purpose: Annual			Date: 01/13/2017			Time: 02:00 PM			
Comments Went over new Regs .											

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:



Licensure

8.16.2.40 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 ADMINISTRATION RECORDS <u>Deficiencies</u> The program failed to display in a prominent place the dated weekly menus for meals and snacks. Regulation: 8.16.2.41A <u>Corrective Action Plan</u> The program will post the missing item(s). Date to be Completed: 01/17/2017	Non-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, 8.16.2.42 D CHILDREN'S RECORDS	Non-compliance

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Administrative Requirements		
<p><u>Deficiencies</u> Of the 6 children's records reviewed, 1 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.41 form for the child(ren) with missing information. Regulation: 8.16.2.41D(2)(a)</p> <p><u>Corrective Action Plan</u> Parents will be advised to review and add missing information. The program will review all records to ensure information regarding allergies and medical conditions is on file. Date to be Completed: 01/20/2017</p>		
<p>8.16.2.41 E PERSONNEL RECORDS</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 2 out of 2 staff records does/do not include documentation of training by date, time, hours and area of competency or a training certificate. See Staff Records 8.16.2.41 form for staff with missing documentation. No current training log, including required Health and Safety training. Regulation: 8.16.2.41E(1)(h)</p> <p><u>Corrective Action Plan</u> The program will obtain verification of all training and retain on file. Date to be Completed: 02/13/2017</p>	Non-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	N/A	
8.16.2.43 G SWIMMING, WADING AND WATER	N/A	
8.16.2.43 H FIELD TRIPS	N/A	
8.16.2.43 F OUTDOOR PLAY AREAS	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	

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Health & Safety Requirements		
8.16.2.45 B FIRST AID REQUIREMENTS <u>Deficiencies</u> The program's first aid kit does not contain soap; a thermometer. Regulation: 8.16.2.45B(2) <u>Corrective Action Plan</u> Missing items will be added to the first-aid kit; staff will be reminded to replace any item used. Date to be Completed: 01/20/2017	Non-compliance	
8.16.2.45 C MEDICATION	N/A	
8.16.2.45 D ILLNESSES	Compliance	
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS	N/A	
Buildings, Grounds & Safety		
8.16.2.47 A HOUSEKEEPING <u>Deficiencies</u> The premises in the boys bathroom are not clean/disinfected as evidenced by urinal full. Regulation: 8.16.2.47A(1) <u>Corrective Action Plan</u> Cleaning will be completed and a schedule for routine cleaning will be established. Date to be Completed: 01/13/2017	Non-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 <u>Deficiencies</u> Light bulbs in the cafeteria are not shatterproof or shielded. Regulation: 8.16.2.47D(1) <u>Corrective Action Plan</u> Shielded or shatterproof bulbs will be used. Date to be Completed: 02/13/2017	Non-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	N/A	
8.16.2.47 G, I PETS	N/A	

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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.			
	01/13/2017		01/13/2017
Surveyor:Franchesca Archuleta	Date	Facility Rep:Dianna Fernandez-Castillo	Date