



**Facility**

Name: *Truchas Services Center* License Number: *94624*  
 Address: *# 60 County Road 75, Truchas, NM 87578*  
 Phone: *5056892323* Fax: E-mail: *childcare@cybermesa.com*

**License Information**

Type: *2 Star Child Care Center* Status: *Licensed* Issue Date: *01/03/2018* Expiration Date: *01/02/2019*

**Capacity**

Over Age 2: *17* Under Age 2: *0* Night Care: *0* Playground: *17*  
 Square Footage: *0*

**Census**

Over 2: *8* Under 2: *0*

**Classrooms**

Number of Classrooms: *1*

**Days and Hours of Operation**

<b>Monday</b> <i>8:30 AM - 1:30 PM</i>	<b>Tuesday</b> <i>8:30 AM - 1:30 PM</i>	<b>Wednesday</b> <i>8:30 AM - 1:30 PM</i>	<b>Thursday</b> <i>8:30 AM - 1:30 PM</i>	<b>Friday</b> <i>Closed</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

Date: *05/17/2018* Time In: *11:29 AM* Time Out: *12:25 PM* 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>

**Licensure (continued)****8.16.2.17 E, F Surveys for Child Care Facilities****Non-compliance**

*A person who is knowledgeable in the daily operations, has access to all records and locked areas was not present.*

*Corrective Action Plan*

*A person who is knowledgeable in the daily operations, has access to all records and locked areas, and can represent the licensee or director for survey purposes will be present in the child care facility.*

Date to be Completed: 06/16/2018

**8.16.2.18 D Complaints***Not Inspected***8.16.2.21 A Licensing Requirements***Not Inspected***8.16.2.21 B Capacity of Centers***Compliance***8.16.2.21 C Incident Reporting Requirements***Not Inspected***Administrative Requirements****8.16.2.22 A Administrative Records****Non-compliance**

*The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent licensing survey.*

*Corrective Action Plan*

*The center will post the missing item.*

Date to be Completed: 06/16/2018

**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*

**Administrative Requirements (continued)**

## 8.16.2.22 E Children's Records

**Non-compliance**

*Of the 5 children's records reviewed, 1 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.22 form for the child(ren) with no immunization/exemption.*

*Corrective Action Plan*

*Parents will be advised to submit a complete and up-to-date immunization record or exemption. The center will review all children's records to ensure complete information is on file.*

Date to be Completed: 06/16/2018

## 8.16.2.22 F Personnel Records

Not Inspected

## 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

**Services & Care of Children**

## 8.16.2.24 A Guidance

Compliance

## 8.16.2.24 B Naps or Rest Period

Not Inspected

## 8.16.2.24 C Additional Requirements for Infants and Toddlers

N/A

## 8.16.2.24 D Diapering and Toileting

Not Inspected

## 8.16.2.24 E Additional Requirements for Children with Special Needs

Compliance

## 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, Wadding and Water

N/A

## 8.16.2.24 L Field Trips

Not Inspected

## 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	Not Inspected

## 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	Not Inspected
8.16.2.27 A-D Illness Requirements for Centers	Not Inspected
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	Not Inspected
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	<b>Non-compliance</b>

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

*Corrective Action Plan*

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

Date to be Completed: 06/16/2018

*The center does not have documentation that a request for fire inspection had been made to the fire authority whose policy does not provide for an annual inspection of the center.*

*Corrective Action Plan*

*The center will document the request date and to whom the request was made.*

(continued)

Date to be Completed: 06/16/2018

The center failed to conduct an emergency preparedness practice drills for at least once a quarter.

*Corrective Action Plan*

A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year.

Date to be Completed: 06/16/2018

8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances

Compliance

8.16.2.29 J 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: Franchesca Archuleta



Facility Representative: Angelyssa Montya