



**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:** *6* **Under 2:** *0*

**Classrooms**

**Number of Classrooms:** *1*

**Days and Hours of Operation**

<b>Monday</b> <i>9:00 AM - 1:30 PM</i>	<b>Tuesday</b> <i>9:00 AM - 1:30 PM</i>	<b>Wednesday</b> <i>9:00 AM - 1:30 PM</i>	<b>Thursday</b> <i>9:00 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:** *11/07/2018* **Time In:** *10:44 AM* **Time Out:** *12:10 PM* **Purpose:** *Annual*

**Licensing:**

8.16.2.11 A Types of Licenses *Compliance*  
 8.16.2.11 B Renewal of License *Compliance*  
 8.16.2.11 D Non-transferable Restrictions of License *Compliance*

**Licensing Actions and Administrative Appeals:**

8.16.2.12 A, K, M Licensing Actions and Administrative Appeals *Compliance*

### Surveys for Child Care Facilities:

8.16.2.17 E, F Surveys for Child Care Facilities

Compliance

### Complaints:

8.16.2.18 D Complaints

Not Inspected

### Licensure Requirements for Centers:

8.16.2.21 A Licensing Requirements

Compliance

8.16.2.21 B Capacity of Centers

Compliance

8.16.2.21 B (3)c Capacity of Centers

Compliance

8.16.2.21 C Incident Reporting Requirements

Compliance

### Administrative Requirements for Centers:

8.16.2.22 A Administrative Records

Compliance

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

8.16.2.22 E Children's Records

**Non-compliance**

#### Admin/Licensure

8.16.2.22.E.1.e.:a copy of the child's up-to-date immunization record or a public health division approved exemption from the requirement, a grace period of a maximum of 30 days will be granted for children in foster care or homeless children and youth;

#### Finding

Deadline: 12/07/2018

Of the 5 children's records reviewed, 2 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.

8.16.2.22 F Personnel Records

Compliance

8.16.2.22 G Personnel Handbook

Compliance

### Personnel and Staffing Requirements for Centers:

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 and Care of Children in Centers:

8.16.2.24 A Guidance	Compliance
8.16.2.24 A1 Guidance	Compliance
8.16.2.24 B Naps or Rest Period	<b>Non-compliance</b>

#### Preschool Classroom

8.16.2.24.B.4.:*Each child will have an individual bed, cot, or mat clearly labeled to ensure each child uses the same items between washing.*

#### Finding

**Deadline: 12/07/2018**

*The center does not provide a clearly labeled individual bed, cot or mat for each child to ensure each child uses the same items between washing.*

#### Corrective Action Plan

*Sleep items will be labeled for each child.*

8.16.2.24 D Diapering and Toileting	Compliance
8.16.2.24 E Additional Requirements for Children with Special Needs	Compliance
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 L Field Trips	Compliance

### Food Service Requirements for Centers:

8.16.2.25 A Meal Pattern Requirements	Compliance
8.16.2.25 B Meals and Snacks	Compliance
8.16.2.25 B3 Meals and Snacks	Compliance
8.16.2.25 C Menus	Compliance
8.16.2.25 D Kitchens	Compliance

## Food Service Requirements for Centers: *(continued)*

8.16.2.25 E Meal Times

Compliance

## Health and Safety Requirements for Centers:

8.16.2.26 A Hygiene

Compliance

8.16.2.26 B First Aid Requirements

**Non-compliance**

### Admin/Licensure

8.16.2.26.B.2.:A center will keep a first-aid kit and a first-aid manual together in the center in a location inaccessible to children and easily accessible to adults. The first aid kit will contain, at a minimum, band aids, gauze pads, adhesive tape, scissors, soap, nonporous gloves, and a thermometer.

#### Finding

Deadline: 11/07/2018

The center's first aid kit does not contain Band aids.

#### Corrective Action Plan

Missing items will be added to the first-aid kit; staff will be reminded to replace any item used. Corrected on site.

8.16.2.26 C Medication

## Illness Requirements for Centers:

8.16.2.27 A-D Illness Requirements for Centers

Compliance

## Building, Ground and Safety Requirements for Centers:

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

### Admin/Licensure

Admin/Licensure (*continued*)

8.16.2.29.H.3.e.: a center shall request an annual fire inspection from the fire authority having jurisdiction over the center; if the policy of the fire authority having jurisdiction does not provide for an annual inspection of the center, the center must document the date the request was made and to whom; a copy of the latest inspection must be posted in the center;

## Finding

Deadline: 11/07/2018

A copy of the latest fire inspection is not posted in the center.

## Corrective Action Plan

A copy of the latest fire inspection will be posted. Corrected on site.

## 8.16.2.29 H3(f)(i)(k) Safety Compliance

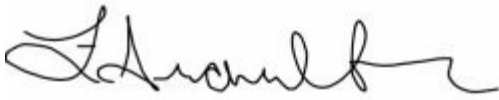
Compliance

## 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: Kimberly Montoya