



Facility

Name: *Y D I Headstart - Questa* License Number: *94594*
 Address: *148 Embargo Rd, Questa, NM 87556*
 Phone: *5755860585* Fax: E-mail:

License Information

Type: *5 Star FOCUS Child Care Center* Status: *Licensed* Issue Date: *10/05/2017* Expiration Date: *10/04/2018*

Capacity

Over Age 2: *20* Under Age 2: *0* Night Care: *0* Playground: *20*
 Square Footage: *0*

Census

Over 2: *9* Under 2: *0*

Classrooms

Number of Classrooms: *1*

Days and Hours of Operation

| | | | | |
|---|--|--|---|---|
| Monday <i>7:30 AM - 2:00 PM</i> | Tuesday <i>7:30 AM - 2:00 PM</i> | Wednesday <i>7:30 AM - 2:00 PM</i> | Thursday <i>7:30 AM - 2:00 PM</i> | Friday <i>7:30 AM - 2:00 PM</i> |
| Saturday <i>Closed</i> | Sunday <i>Closed</i> | | | |

Inspection

Date: *08/23/2018* Time In: *11:50 AM* Time Out: *1:30 PM* Purpose: *Annual*

Licensure

| | |
|--|-------------------|
| 8.16.2.11 A Types of Licenses | <i>Compliance</i> |
| 8.16.2.11 B Renewal of License | <i>Compliance</i> |
| 8.16.2.11 D Non-transferable Restrictions of License | <i>Compliance</i> |
| 8.16.2.12 A, K, M Licensing Actions and Administrative Appeals | <i>Compliance</i> |
| 8.16.2.17 E, F Surveys for Child Care Facilities | <i>Compliance</i> |
| 8.16.2.18 D Complaints | <i>Compliance</i> |
| 8.16.2.21 A Licensing Requirements | <i>Compliance</i> |
| 8.16.2.21 B Capacity of Centers | <i>Compliance</i> |

Licensure (continued)

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|---|------------|
| 8.16.2.21 C Incident Reporting Requirements | Compliance |
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Administrative Requirements

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| 8.16.2.22 A Administrative Records | Compliance |
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|--|------------|
| 8.16.2.22 B Mission, Philosophy and Curriculum Statement | Compliance |
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|-----------------------------------|------------|
| 8.16.2.22 C Policy and Procedures | Compliance |
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|-----------------------------|------------|
| 8.16.2.22 D Family Handbook | Compliance |
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|--------------------------------|------------|
| 8.16.2.22 E Children's Records | Compliance |
|--------------------------------|------------|

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|-------------------------------|-----------------------|
| 8.16.2.22 F Personnel Records | Non-compliance |
|-------------------------------|-----------------------|

From the review of staff records, it was determined that 2 out of 5 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information.

Corrective Action Plan

The center will obtain documentation of a background check.

Regulation: 8.16.2.22.F.1.e.

Date to be Completed: 08/23/2018

From the review of staff records, it was determined that 2 out of 5 staff having direct contact with the children, does/do not have a complete file as required in 8.16.2.22F. See Staff Records 8.16.2.22 form for staff with an incomplete file.

Corrective Action Plan

The program will complete a file for each staff including substitutes and volunteers.

Regulation: 8.16.2.22.F.1.

Date to be Completed: 08/23/2018

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| 8.16.2.22 G Personnel Handbook | Compliance |
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Personnel & Staffing

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|---|------------|
| 8.16.2.23 A Personnel and Staffing Requirements | Compliance |
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|---|------------|
| 8.16.2.23 B Staff Qualifications and Training | Compliance |
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| 8.16.2.23 C Staff/Child Ratios and Group Sizes | Compliance |
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Services & Care of Children

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| 8.16.2.24 A Guidance | Compliance |
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|---------------------------------|------------|
| 8.16.2.24 B Naps or Rest Period | Compliance |
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Services & Care of Children (*continued*)

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| 8.16.2.24 C Additional Requirements for Infants and Toddlers | Compliance |
| 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 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 | Not Inspected |
| 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 | Non-compliance |

A leftover is not properly stored; the item is not labeled and dated.

Corrective Action Plan

The person responsible for food service will be instructed in proper food storage.

Facility corrected on site.

Regulation: 8.16.2.25.D.4.

Date to be Completed: 09/22/2018

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|------------------------|------------|
| 8.16.2.25 E Meal Times | Compliance |
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Health & Safety Requirements

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| 8.16.2.26 A Hygiene | Compliance |
| 8.16.2.26 B First Aid Requirements | Compliance |
| 8.16.2.26 C Medication | Compliance |
| 8.16.2.27 A-D Illness Requirements for Centers | Compliance |

Buildings, Grounds & Safety (continued)

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| 8.16.2.28 A-H Transportation Requirements for Centers | N/A |
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Buildings, Grounds & Safety

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|---|---------------|
| 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 | Compliance |
| 8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances | Compliance |
| 8.16.2.29 J Pets | Not Inspected |

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: *Rosie Sanchez*