

<b>Center Name:</b> Asbury United Methodist Church			<b>Address:</b> 10000 Candelaria N.E. Albuquerque, NM 87112			<b>Phone:</b> (505)294-0106		
<b>License Number:</b> 94589	<b>Issue Date:</b> 05/21/2016	<b>Expiration Date:</b> 05/20/2017	<b>Type:</b> 2 Star Child Care Center			<b>Status:</b> Licensed		
<b>Capacity</b>						<b>Census</b>		
Over Age 2:	34	Under Age 2:	10	Night Care:	0	Playground:	25	
						Over 2:	11	Under 2:
						Under 2:	3	
<b>Days and Hours of Operation</b>								
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	
Opening Times:	08:00 AM	08:00 AM	08:00 AM	08:00 AM	08:00 AM	Closed	Closed	
Closing Times:	05:00 PM	05:00 PM	05:00 PM	05:00 PM	05:00 PM			
<b># of Classrooms:</b> 2	<b>Purpose:</b> Follow-up			<b>Date:</b> 05/18/2017		<b>Time:</b> 09:20 AM		
<b>Comments</b> On site follow up to Annual.								

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

Licensure	
8.16.2.11 A TYPES OF LICENSES	Not Inspected
8.16.2.11 B RENEWAL OF LICENSE	Not Inspected
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Not Inspected
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Not Inspected
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 ADMINISTRATION RECORDS	Not Inspected
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES <u>Deficiencies</u> The program does not have an up to date emergency evacuation and disaster preparedness plan approved by the department. Regulation: 8.16.2.22C(8) <u>Corrective Action Plan</u> An emergency evacuation and disaster preparedness plan will be developed. Date to be Completed: 06/01/2017	Non-compliance
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Compliance
8.16.2.22 F PERSONNEL RECORDS	Non-compliance

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<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b></p> <p>From the review of staff records, it was determined that 3 out of 5 staff records does/do not include documentation of training by date, time, hours and area of competency or a training certificate. See Staff Records 8.16.2.22 form for staff with missing documentation.</p> <p><b>Regulation:</b> 8.16.2.22F(1)(h)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>The center will obtain verification of all training and retain on file.</p> <p><b>Date to be Completed:</b> 06/01/2017</p>		
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>	Not Inspected	
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Not Inspected	
<p><b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b></p> <p><b><u>Deficiencies</u></b></p> <p>Educators did not complete the following training within 3-months: Health and Safety Training</p> <p><b>Regulation:</b> 8.16.2.23B(2)(b)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>All educators, regardless of the number of hours per week, will complete the above listed training.</p> <p>The following staff members need to complete the required training:</p> <p><b>Date to be Completed:</b> 05/26/2017</p> <p><b><u>Deficiencies</u></b></p> <p>From the review of staff records, it was determined that 2 out of 5 staff does/do not have documentation of the 45-hour entry level course or an approved equivalent prior to or within six months of employment.</p> <p><b>Regulation:</b> 8.16.2.23B(2)(c)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>Training will be completed for staff as required and documentation retained on file .</p> <p><b>Date to be Completed:</b> 05/26/2017</p>	Non-compliance	
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>	Compliance	
<b>Services &amp; Care of Children</b>		
<b>8.16.2.24 A GUIDANCE</b>	Compliance	
<b>8.16.2.24 B NAPS OR REST PERIOD</b>	Not Inspected	
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>	Not Inspected	
<b>8.16.2.24 D DIAPERING AND TOILETING</b>	Not Inspected	
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	N/A	
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>	N/A	
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>	Not Inspected	
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	Not Inspected	
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>	Compliance	
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>	Compliance	
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>	N/A	

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<b>Services &amp; Care of Children</b>		
8.16.2.24 L FIELD TRIPS	N/A	
<b>Food Service</b>		
8.16.2.25 B MEALS AND SNACKS	Not Inspected	
8.16.2.25 C MENUS	N/A	
8.16.2.25 D KITCHENS	Not Inspected	
8.16.2.25 E MEAL TIMES	Not Inspected	
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE	Not Inspected	
8.16.2.26 B FIRST AID REQUIREMENTS	Not Inspected	
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	
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING	Compliance	
8.16.2.29 B PEST CONTROL	Not Inspected	
8.16.2.29 C MECHANICAL SYSTEMS	Not Inspected	
8.16.2.29 D WATER AND WASTE	Not Inspected	
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL	Not Inspected	
8.16.2.29 F EXITS AND WINDOWS	Not Inspected	
8.16.2.29 G TOILET AND BATHING FACILITIES	Not Inspected	
8.16.2.29 H SAFETY COMPLIANCE	Compliance	
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Not Inspected	
8.16.2.29 J PETS	N/A	

**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.**

		
05/18/2017	05/18/2017	
Surveyor: Lucille Mizner	Date	Facility Rep: Vesta Major
		Date