



Facility

Name: *Audrianna Rodriguez* **License Number:** *165232*
Address: *2949 Calle Vera Cruz, Santa Fe, NM 87507*
Phone: *5054731141* **Fax:** **E-mail:** *audriannarodriguezchildcare@gmail.com*

License Information

Type: *1 Star Group Child Care Home* **Status:** *Licensed* **Issue Date:** *08/19/2018* **Expiration Date:** *08/18/2019*

Capacity

Over Age 2: *8* **Under Age 2:** *4* **Night Care:** *0* **Playground:** *0*
Square Footage: *0*

Census

Over 2: *6* **Under 2:** *3*

Classrooms

Number of Classrooms: *1*

Days and Hours of Operation

Monday <i>7:15 AM - 5:15 PM</i>	Tuesday <i>7:15 AM - 5:15 PM</i>	Wednesday <i>7:15 AM - 5:15 PM</i>	Thursday <i>7:15 AM - 5:15 PM</i>	Friday <i>7:15 AM - 5:15 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *02/13/2019* **Time In:** *10:30 AM* **Time Out:** *10:45 AM* **Purpose:** *Complaint*

Licensure

8.16.2.31 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.31 B Capacity of a Home	<i>Not Inspected</i>
8.16.2.31 C Incident Reporting Requirements	<i>Not Inspected</i>

Administrative Requirements

8.16.2.32 A Administrative Records	<i>Not Inspected</i>
8.16.2.32 B Mission, Philosophy and Curriculum Statement	<i>Not Inspected</i>

Administrative Requirements (*continued*)

8.16.2.32 C Parent Handbook

Non-compliance

The child care home does not have a complete parent handbook. The following general information needs to be included: statement supportive of family involvement that includes an open door policy to the classroom. The statement is in there but also states to do a courtesy call.

Corrective Action Plan

A parent handbook with required general information and policies and procedures will be completed and distributed.

Handbook must be revised to state the center has an open door policy and parents can come visit their children during center's hours of operation without calling in advance. Provider explains her open door policy to parents during initial tour about calling if door bell is not heard but needs to be written in the handbook.

Regulation: 8.16.2.32.C.

Date to be Completed: 03/13/2019

8.16.2.32 D Children's Records

Not Inspected

8.16.2.32 E Personnel Records

Not Inspected

8.16.2.32 F Personnel Handbook

Not Inspected

Personnel & Staffing

8.16.2.33 A Personnel and Staffing Requirements

Not Inspected

8.16.2.33 B Staff Qualifications and Training

Not Inspected

Services & Care of Children

8.16.2.34 A Guidance

Not Inspected

8.16.2.34 B Naps or Rest Period

Not Inspected

8.16.2.34 C Additional Requirements for Infants and Toddlers

Not Inspected

8.16.2.34 D Diapering and Toileting

Not Inspected

8.16.2.34 E Additional Requirements for Children with Special Needs

N/A

8.16.2.34 F Night Care

N/A

8.16.2.34 G Physical Environment

Not Inspected

8.16.2.34 H Social-Emotional Responsive Environment

Not Inspected

8.16.2.34 I Equipment and Program

Not Inspected

8.16.2.34 J Outdoor Play

Not Inspected

Services & Care of Children *(continued)*

8.16.2.34 K Swimming, Wadding and Water	N/A
8.16.2.34 L Field Trips	N/A

Food Service

8.16.2.35 B Meals and Snacks	Not Inspected
8.16.2.35 C Menus	Not Inspected
8.16.2.35 D Kitchens	Not Inspected
8.16.2.35 E Meal Times	Not Inspected

Health & Safety Requirements

8.16.2.36 A Hygiene	Not Inspected
8.16.2.36 B First Aid Requirements	Not Inspected
8.16.2.36 C Medication	Not Inspected
8.16.2.36 D Illness and Notifiable Diseases	Not Inspected
8.16.2.37 A-G Transportation Requirements for Homes	N/A

Buildings, Grounds & Safety

8.16.2.38 A Housekeeping	Not Inspected
8.16.2.38 B Pest Control	Not Inspected
8.16.2.38 C Mechanical Systems	Not Inspected
8.16.2.38 D Lighting, Lighting Fixtures and Electrical	Not Inspected
8.16.2.38 E Exits	Not Inspected
8.16.2.38 F Toilet and Bathing Facilities:	Not Inspected
8.16.2.38 G Safety Compliance	Not Inspected
8.16.2.38 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	Not Inspected
8.16.2.38 I Pets	Not Inspected

Additional Comments

Complaint that took place on 2/6/19 was partially substantiated and a CAP will be done.

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: *Diana Martinez*



Facility Representative: *Audrianna Rodriguez*