



Facility

Name: CABQ MacArthur Early Head Start **License Number:** 99487
Address: 1100 Douglas MacArthur Rd. NW, Albuquerque, NM 87107
Phone: 5057614046 **Fax:** **E-mail:** fmgonzales@cabq.gov

License Information

Type: 1 Star Child Care Center **Status:** Licensed **Issue Date:** 01/26/2018 **Expiration Date:** 01/25/2019

Capacity

Over Age 2: 10 **Under Age 2:** 10 **Night Care:** 0 **Playground:** 20
Square Footage: 0

Census

Over 2: 7 **Under 2:** 3

Classrooms

Number of Classrooms: 2

Days and Hours of Operation

| | | | | |
|------------------------------------|-------------------------------------|---------------------------------------|--------------------------------------|------------------------------------|
| Monday 7:30 AM - 4:30 PM | Tuesday 7:30 AM - 4:30 PM | Wednesday 7:30 AM - 4:30 PM | Thursday 7:30 AM - 4:30 PM | Friday 7:30 AM - 4:30 PM |
| Saturday Closed | Sunday Closed | | | |

Inspection

Date: 11/16/2018 **Time In:** 10:00 AM **Time Out:** 12:52 PM **Purpose:** Annual

Licensing:

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*

Licensing Actions and Administrative Appeals:

8.16.2.12 A, K, M Licensing Actions and Administrative Appeals *Not Inspected*

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

Not Inspected

8.16.2.21 B Capacity of Centers

Compliance

8.16.2.21 B (3)c Capacity of Centers

Non-compliance

Toddler Room

8.16.2.21.B.3.c.:Centers must post classroom capacities, ratios, and group sizes in an area of the room that is easily visible to parents, staff and visitors.

Finding

Deadline: 12/16/2018

The center failed to post classroom capacities, and ratios and group sizes in an area of the room that is easily visible to parents, staff and visitors. Group size not posted.

Corrective Action Plan

The center will post the capacity in an area of the room that is easily visible to parents, staff and visitors.

Infant Room

8.16.2.21.B.3.c.:Centers must post classroom capacities, ratios, and group sizes in an area of the room that is easily visible to parents, staff and visitors.

Finding

Deadline: 12/16/2018

The center failed to post classroom capacities, and ratios and group sizes in an area of the room that is easily visible to parents, staff and visitors. Group size not posted.

Corrective Action Plan

The center will post the capacity in an area of the room that is easily visible to parents, staff and visitors.

8.16.2.21 C Incident Reporting Requirements

Not Inspected

Administrative Requirements for Centers:

8.16.2.22 A Administrative Records

Non-compliance

Admin/Licensure

8.16.2.22.A.:Administrative Records: A licensee will display in a prominent place that is readily visible to parents, staff and visitors:

Admin/Licensure (continued)

Finding

Deadline: 12/16/2018

The center failed to display in a prominent place that is readily visible to parents, staff and visitors the current list of notifiable diseases and communicable diseases published by the office of epidemiology of the New Mexico department of health.

Corrective Action Plan

The center will post the missing item.

- 8.16.2.22 B Mission, Philosophy and Curriculum Statement Not Inspected
- 8.16.2.22 C Policy and Procedures 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**

Personnel

8.16.2.22.F.1.h.:documentation of all appropriate training by date, time, hours and area of competency;

Finding

Deadline: 12/16/2018

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.

Corrective Action Plan

The center will obtain verification of all training and retain on file.

- 8.16.2.22 G Personnel Handbook Not Inspected

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 **Non-compliance**

Personnel

8.16.2.23.B.2.b.:All new educators regardless of the number of hours per week will complete the following training within three (3) months of their date of hire. All current educators will have three months to comply with the following training from the date these regulations are promulgated:

Personnel (continued)

Finding

Deadline: 12/16/2018

Educators did not complete the following training within 3-months: Health and Safety Training 2 educators need certificate

Corrective Action Plan

All educators, regardless of the number of hours per week, will complete the above listed training. The following staff members need to complete the required training:

8.16.2.23.B.2.d.:*Each staff person working directly with children and more than 20 hours per week, including the director, is required to obtain at least 24 hours of training each year. For this purpose, a year begins and ends at the anniversary date of employment. Training must address all seven competency areas within two years. The competency areas are 1) child growth, development, and learning; 2) health, safety, nutrition, and infection control; 3) family and community collaboration; 4) developmentally appropriate content; 5) learning environment and curriculum implementation; 6) assessment of children and programs; and 7) professionalism. The 24 hours of annual training will be waived for educators if employed by a program currently under FOCUS consultation.*

Finding

Deadline: 12/16/2018

From the review of staff records, it was determined that 3 out of 5 staff working more than 20 hours a week, has/have no documentation of at least 24 hours of qualified annual training, See Staff Records 8.16.2.22 form for staff with missing documentation of training.

Corrective Action Plan

Annual training will be completed as required and documentation retained on file.

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

Compliance

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 G Physical Environment

Compliance

8.16.2.24 H Social-Emotional Responsive Environment

Compliance

8.16.2.24 I Equipment and Program

Infant Room

Infant Room (continued)

8.16.2.24.1.6.: *A center will store equipment and materials for children's use within easy reach of the children, including those with disabilities. A center will store the equipment and materials in an orderly manner so children can select and replace the materials by themselves or with minimal assistance.*

Finding

Deadline: 12/16/2018

Play equipment and materials in the Infant - (6 wk. - 12 mo.) room/area are not accessible to children, including those with disabilities, as evidenced by large bins that contain a variety of play items that are too disorganized for children to select from. (Infant equipment stored in 2 cribs.)

Corrective Action Plan

Staff will be instructed to reorganize storage so children, including those with disabilities, can select and replace materials by themselves or with minimal assistance.

| | |
|---|---------------|
| 8.16.2.24 J Outdoor Play Areas | Compliance |
| 8.16.2.24 K Swimming, Wadding and Water | Compliance |
| 8.16.2.24 L Field Trips | Not Inspected |

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 |
| 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.*

Admin/Licensure (continued)

Finding**Deadline:** 12/16/2018

The center's first aid kit does not contain Gauze pads, Soap. (Infant room kit)

Corrective Action Plan

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

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:** 12/16/2018

The center's first aid kit does not contain Adhesive tape, Scissors, Soap. (Toddler room kit)

Corrective Action Plan

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

8.16.2.26 C Medication

Toddler Room

8.16.2.26.C.2.:*Facilities will give medication only with written permission from a parent or guardian, to be administered according to written directions from the prescribing physician. In the case of non-prescription medication, written instructions must be provided by the parent or guardian. For the purpose of this requirement (Paragraph (2) of Subsection C of 8.16.2.26 NMAC) only, non-prescription medications include sunscreen, insect repellent and diaper creams or other over the counter medications. With written authorization from the child's parent or guardian, sunscreen and insect repellent may be shared. Diaper cream shall not be shared.*

Finding**Deadline:** 12/16/2018

The center does not have written instructions from the parent or guardian for a non-prescription medication that is being given. No authorization to administer diaper cream for 5 children.

Corrective Action Plan

Staff responsible for receiving medication will ensure parents provide complete written instructions.

8.16.2.26.C.5.:*When the medication is no longer needed, it shall be returned to the parents or guardians or destroyed. The center shall not administer expired medication.*

Finding**Deadline:** 12/16/2018

When medication is no longer needed, it is not returned to the parents or guardians or destroyed but it remains in the center. Diaper cream expired 4/18 and 8/18.

Corrective Action Plan

Medication no longer needed or expired will be returned to the parents or guardians or destroyed.

8.16.2.26 C Medication (continued)**Infant Room**

8.16.2.26.C.2.:Facilities will give medication only with written permission from a parent or guardian, to be administered according to written directions from the prescribing physician. In the case of non-prescription medication, written instructions must be provided by the parent or guardian. For the purpose of this requirement (Paragraph (2) of Subsection C of 8.16.2.26 NMAC) only, non-prescription medications include sunscreen, insect repellent and diaper creams or other over the counter medications. With written authorization from the child's parent or guardian, sunscreen and insect repellent may be shared. Diaper cream shall not be shared.

Finding**Deadline: 12/16/2018**

The center does not have written instructions from the parent or guardian for a non-prescription medication that is being given. No authorization for diaper cream for 5 children.

Corrective Action Plan

Staff responsible for receiving medication will ensure parents provide complete written instructions.

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****Toddler Room**

8.16.2.29.A.1.:A center will keep the premises, including furniture, fixtures, floors, drinking fountains, toys and equipment clean, safe, and in good repair. The center and premises will be free of debris and potential hazards.

Finding**Deadline: 12/16/2018**

The Premises are not in good repair as evidenced by the blinds are worn and unclean.

Corrective Action Plan

Repairs will be completed and a system for routine inspection of the center and premises will be established.

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*

Building, Ground and Safety Requirements for Centers: *(continued)*

8.16.2.29 H Safety Compliance

Food Service

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: 12/16/2018

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.

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: 12/16/2018

The center does not have verification of an annual fire inspection from the fire authority having jurisdiction. Last inspection dated 8/21/17.

Corrective Action Plan

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

8.16.2.29.H.3.g.: *a center will keep a telephone in an easily accessible place for calling for help in an emergency and will post emergency phone numbers for fire, police, ambulance and the poison control center next to the phone; a center will not use a pay phone to fulfill this requirement; if cordless phones are used, emergency numbers shall be posted on the phone itself; facilities shall post the center's telephone number and address in a conspicuous location next to the emergency phone numbers; a center shall have at least one corded phone or cell phone for use in the case of a power outage;*

Finding

Deadline: 12/16/2018

The list of emergency telephone numbers did not include a phone number for fire, police, ambulance and the poison control center. (Numbers not adhered to the cordless phone.)

Corrective Action Plan

A complete list of emergency phone numbers will be posted next to the phone or on the phone itself if a cordless phone is used.

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

Compliance

Building, Ground and Safety Requirements for Centers: (continued)

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

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: *Kia Kennedy*



Facility Representative: *Frances Gonzales*