



Children, Youth and Families Department
Child Care Licensing
SURVEY REPORT

Center Name: CFL @ Apache Elementary			Address: 12800 Copper St. NE Albuquerque, NM 87123			Phone: (505)715-3542		
License Number: 159985	Issue Date: 12/13/2016	Expiration Date: 09/12/2017	Type: 2 Star Child Care Center			Status: Licensed		
Capacity Over Age 2: 62 Under Age 2: 0 Night Care: 0 Playground: 62						Census Over 2: 16 Under 2: 0		
Days and Hours of Operation								
<u>Morning</u>		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:							Closed	Closed
Closing Times:								
<u>Afternoon</u>		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:		03:05 PM	03:05 PM	03:05 PM	03:05 PM	03:05 PM		
Closing Times:		06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
# of Classrooms: 1		Purpose: Semi-Annual			Date: 05/08/2017		Time: 03:10 PM	
Comments								

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

Licensure

8.16.2.40 A LICENSING REQUIREMENTS	Compliance
8.16.2.40 B CAPACITY OF A PROGRAM <u>Deficiencies</u> The licensed capacity was not posted outside of cafeteria room. Regulation: 8.16.2.40B(4) <u>Corrective Action Plan</u> The program will post the capacity for each room in an area of the room that is readily visible to parents, staff members and visitors. Date to be Completed: 06/08/2017	Non-compliance
8.16.2.40 C, D INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.41 A ADMINISTRATION RECORDS <u>Deficiencies</u> The program failed to display in a prominent place the current child care regulations; last inspection/survey. Regulation: 8.16.2.41A <u>Corrective Action Plan</u> The program will post the missing item(s). Date to be Completed: 06/08/2017	Non-compliance
8.16.2.41 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.41 C PARENT HANDBOOK	Not Inspected

Center Name: CFL @ Apache Elementary	License Number: 159985	Date: 05/08/2017
Administrative Requirements		
<p><u>Deficiencies</u> The program did not have a parent handbook that included policies and procedures. The following general information needs to be included: The program's policies and procedures regarding the following need to be included: emergency procedures, safety policies, and disaster preparedness plan, which shall include steps for evacuation, relocation and reunification with parents, and individual plans for children with special needs. Regulation: 8.16.2.41C(1)(2)</p> <p><u>Corrective Action Plan</u> A parent handbook with required general information and program policies and procedures will be completed and distributed. Date to be Completed: 06/08/2017</p>		
<p>8.16.2.41 D, 8.16.2.42 D CHILDREN'S RECORDS</p> <p><u>Deficiencies</u> Of the 4 children's records reviewed, 1 is/are missing the date the child first attended the program. See Children's Records 8.16.2.41form for the child(ren) with missing information. Regulation: 8.16.2.41D(1)(d)</p> <p><u>Corrective Action Plan</u> The first attendance date will be added and the program will review all children's records to ensure complete information is on file. Date to be Completed: 06/08/2017</p> <p><u>Deficiencies</u> Of the 4 children's records reviewed, 1 is/are missing the name and telephone number of a physician or emergency medical center authorized by a parent or guardian to contact in case of illness or emergency. See Children's Records 8.16.2.41form for the child(ren) with missing information. Regulation: 8.16.2.41D(2)(b)</p> <p><u>Corrective Action Plan</u> Parents will be advised to review and add missing information. The program will review all children's records to ensure contact information for a physician or medical center is on file. Date to be Completed: 06/08/2017</p>		Non-compliance
8.16.2.41 E PERSONNEL RECORDS		Compliance
8.16.2.41 F PERSONNEL HANDBOOK		Not Inspected
Personnel & Staffing		
8.16.2.42 A PERSONNEL AND STAFFING REQUIREMENTS		Compliance
8.16.2.42 B STAFF QUALIFICATIONS		Compliance
8.16.2.42 C TRAINING		Compliance
Services & Care of Children		
8.16.2.43 A GUIDANCE		Non-compliance

Center Name: CFL @ Apache Elementary	License Number: 159985	Date: 05/08/2017
Services & Care of Children		
<p><u>Deficiencies</u> The center failed to have 1 out of 4 parents sign a form to acknowledge that they have read and understood the policies and procedures outlining the guidance practices. Regulation: 8.16.2.43A(1)</p> <p><u>Corrective Action Plan</u> The center will provide to all parents the policies and procedures that outline the guidance practices, parents will also sign a form to acknowledge that they have read and understood these policies and procedures. Date to be Completed: 06/08/2017</p>		
8.16.2.43 B PHYSICAL ENVIRONMENT	Compliance	
8.16.2.43 C SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Compliance	
<p>8.16.2.43 D EQUIPMENT AND PROGRAM</p> <p><u>Deficiencies</u> The daily activity schedule for the Before/Afterschool cafeteria room(s) is not followed to provide a consistent pattern for routine activities such as meals, snacks and rest and outdoor time. Regulation: 8.16.2.43D(5)</p> <p><u>Corrective Action Plan</u> The daily activity schedule was will be posted in each classroom and will be reasonably followed. Date to be Completed: 06/08/2017</p>	Non-compliance	
8.16.2.43 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	Not Inspected	
8.16.2.43 G SWIMMING, WADING AND WATER	Not Inspected	
8.16.2.43 H FIELD TRIPS	Not Inspected	
8.16.2.43 F OUTDOOR PLAY AREAS	Compliance	
Food Service		
8.16.2.44 B MEALS AND SNACKS	Compliance	
<p>8.16.2.44 C KITCHENS</p> <p><u>Deficiencies</u> The kitchen refrigerator does not maintain a temperature of 41 degrees (Fahrenheit) or below. Daily log did not reflect appropriate temperature for ice chest. Regulation: 8.16.2.44C(5)</p> <p><u>Corrective Action Plan</u> The program will have the refrigerator serviced. Date to be Completed: 06/08/2017</p>	Non-compliance	
Health & Safety Requirements		
8.16.2.45 A HYGIENE	Compliance	
8.16.2.45 B FIRST AID REQUIREMENTS	Not Inspected	
8.16.2.45 C MEDICATION	Not Inspected	

Center Name: CFL @ Apache Elementary	License Number: 159985	Date: 05/08/2017
Health & Safety Requirements		
8.16.2.45 D ILLNESSES	Compliance	
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS	Not Inspected	
Buildings, Grounds & Safety		
8.16.2.47 A HOUSEKEEPING	Compliance	
8.16.2.47 B PEST CONTROL	Compliance	
8.16.2.47 C MECHANICAL SYSTEMS	Compliance	
8.16.2.47 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL	Compliance	
8.16.2.47 E EXITS AND WINDOWS	Compliance	
8.16.2.47 F TOILET AND BATHING FACILITIES <u>Deficiencies</u> The toilet room for boys is missing disposable towels. Regulation: 8.16.2.47F(1) <u>Corrective Action Plan</u> The toilet room will be restocked and a routine established to monitor all toilet rooms for adequate supplies. Date to be Completed: 06/08/2017	Non-compliance	
8.16.2.47 G SAFETY COMPLIANCE	Compliance	
8.16.2.47 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Compliance	
8.16.2.47 G, I 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.

DM 4:40 pm

05/08/2017



05/08/2017

Surveyor: Darlene Montoya

Date

Facility Rep: Kim Harrell

Date