



### Facility

**Name:** *Caterpillar Clubhouse Daycare* **License Number:** *166645*  
**Address:** *4221 Silver Ave SE, Albuquerque, NM 87108*  
**Phone:** *5053222776* **Fax:** *N/A* **E-mail:** *N/A*

### License Information

**Type:** *3 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *10/01/2018* **Expiration Date:** *03/26/2019*

### Capacity

**Over Age 2:** *43* **Under Age 2:** *24* **Night Care:** *0* **Playground:** *37*  
**Square Footage:** *N/A*

### Census

**Over 2:** *22* **Under 2:** *7*

### Classrooms

**Number of Classrooms:** *5*

### Days and Hours of Operation

<b>Monday</b> <i>7:00 AM - 6:00 PM</i>	<b>Tuesday</b> <i>7:00 AM - 6:00 PM</i>	<b>Wednesday</b> <i>7:00 AM - 6:00 PM</i>	<b>Thursday</b> <i>7:00 AM - 6:00 PM</i>	<b>Friday</b> <i>7:00 AM - 6:00 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

### Inspection

**Date:** *01/22/2019* **Time In:** *10:30 AM* **Time Out:** *1:00 PM* **Purpose:** *Annual*

### Licensure

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

**Licensure (continued)**

8.16.2.21 C Incident Reporting Requirements	N/A
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**Administrative Requirements**

8.16.2.22 A Administrative Records	Compliance
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8.16.2.22 B Mission, Philosophy and Curriculum Statement	Not Inspected
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8.16.2.22 C Policy and Procedures	Not Inspected
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8.16.2.22 D Family Handbook	Not Inspected
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8.16.2.22 E Children's Records	<b>Non-compliance</b>
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*Of the 15 children's records reviewed, 1 is/are missing a signed parent or guardian acknowledgement that the parent handbook had been read and understood. See the Children's Records 8.16.2.22 form for the child(ren) who have this missing.*

*Corrective Action Plan*

*Parents will be advised to complete the statement. The center will review all children's records to ensure a signed acknowledgement is on file.*

Regulation: 8.16.2.22.E.1.l.

Date to be Completed: 02/21/2019

8.16.2.22 F Personnel Records	<b>Non-compliance</b>
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*From the review of staff records, it was determined that 6 out of 12 staff records do/does not include the staff's current and past duties and responsibilities. See Staff Records 8.16.2.22 form for staff with this missing information.*

*Corrective Action Plan*

*The center will add staff's current and past duties and responsibilities to the record.*

Regulation: 8.16.2.22.F.1.c.

Date to be Completed: 02/21/2019

8.16.2.22 G Personnel Handbook	Not Inspected
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**Personnel & Staffing**

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**

8.16.2.24 A Guidance	Compliance
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## Services & Care of Children *(continued)*

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 **Non-compliance**

*The diaper changing surface in the Infant - (18 mths - 24.), 2 yr. old class room(s) The change surface will be discarded and replaced with a surface that is waterproof.*

*Corrective Action Plan*

*An educator will change a child's diaper on a clean, safe, waterproof surface and discard any disposable cover and disinfect the surface after each diaper change.*

Regulation: 8.16.2.24.D.4.

Date to be Completed: 02/21/2019

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 **Non-compliance**

*Playground metal equipment is not safe as evidenced by the following: equipment is not anchored.*

*Corrective Action Plan*

*Equipment will be removed or made inaccessible until repairs can be made. A schedule for routine inspection and maintenance will be devised.*

Regulation: 8.16.2.24.J.1.

Date to be Completed: 02/21/2019

8.16.2.24 K Swimming, Wading and Water N/A

8.16.2.24 L Field Trips N/A

## Food Service

8.16.2.25 B Meals and Snacks Compliance

8.16.2.25 C Menus Compliance

**Food Service (continued)****8.16.2.25 D Kitchens****Non-compliance**

*A drink is not properly stored; the item is not sippy cup in Carto Capello is not labeled*

*Corrective Action Plan*

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

Regulation: 8.16.2.25.D.4.

Date to be Completed: 02/21/2019

**8.16.2.25 E Meal Times***Compliance***Health & Safety Requirements****8.16.2.26 A Hygiene***Compliance***8.16.2.26 B First Aid Requirements***Compliance***8.16.2.26 C Medication****Non-compliance**

*Medication was observed in the center that does not have a label with the child's name and the date the medication was brought to the center. (stored in kitchen refrigerator)*

*Corrective Action Plan*

*Medication will be labeled and dated as required.*

Regulation: 8.16.2.26.C.3.

Date to be Completed: 02/21/2019

**8.16.2.27 A-D Illness Requirements for Centers***Compliance***8.16.2.28 A-H Transportation Requirements for Centers***Not Inspected***Buildings, Grounds & Safety****8.16.2.29 A Housekeeping****Non-compliance**

*The Toys are not in good repair as evidenced by plastic sink in dramatic play area (2's) is cracked.*

*Corrective Action Plan*

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

Regulation: 8.16.2.29.A.1.

Date to be Completed: 02/21/2019

## 8.16.2.29 A Housekeeping (continued)

**Non-compliance**

*The Toys are not in good repair as evidenced by battery operated toys in 2's and 4's class are inoperable.*

*Corrective Action Plan*

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

Regulation: 8.16.2.29.A.1.

Date to be Completed: 02/21/2019

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

Compliance

## 8.16.2.29 J Pets

N/A

**Additional Comments**

*Van will be inspected at Semi-Annual. Van on run.*

**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: Helen Waldorf



Facility Representative: Silvia Vasquez