

Center Name: Catholic Charities Children's Learning Center			Address: 2010 Bridge Ave. S.W. Albuquerque, NM 87105				Phone: (505)724-4	Phone: (505)724-4643	
License Number:	Issue Date:	Expiration D	Date:	Type:			Status:	•	
94668	01/6/2017	01/5/2018		5 Star FOC	US Child Care Center		Licensed		
Capacity						Cei	nsus		
Over Age 2: 50	Under Age 2:	39 Night	Care:	0 PI	ayground: 31	Ove	er 2: 29) Unc	ler 2: 9
Days and Hours of 0	Operation								
	<u>Monday</u>	Tuesday	<u>w</u>	<u>ednesday</u>	<u>Thursday</u>	<u>Fri</u>	<u>day</u>	Saturday	Sunday
Opening Times:	07:00 AM	07:00 AN	1 C	07:00 AM	07:00 AM	07:0	0 AM	Closed	Closed
Closing Times:	06:00 PM	06:00 PN	И C	06:00 PM	06:00 PM	06:0	0 PM		
# of Classrooms:	F	Purpose:			Date:		Ti	ime:	
6	A	Annual			11/03/2017		09	9:35 AM	
Comments									

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED	D 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	Compliance			
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	Non-compliance			
Deficiencies The center failed to display in a prominent place that is readily visible to parents, staff and visitors the dated weekly menus for meals and snacks. menu posted is outdated, dated Aug 21-25-17 Regulation: 8.16.2.22A Corrective Action Plan The center will post the missing item. corrected while surveyor was present Date to be Completed: 11/03/2017				
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	Compliance			
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance			

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 Center Name:
 License Number:
 Date:

 Catholic Charities Children's Learning Center
 94668
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Administrative Requirements

Deficiencies

Of the 10children's records reviewed, 1is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.22 form for the child(ren) with no immunization/exemption.

Regulation: 8.16.2.22E(1)(e)

Corrective Action Plan

Parents will be advised to submit a complete and up-to-date immunization record or exemption. The center will review all children's records to ensure complete information is on file. Assistant director later found it and showed Licensing surveyor, was not in child's file at time of inspection

Date to be Completed: 12/04/2017

8.16.2.22 F PERSONNEL RECORDS Non-compliance

Deficiencies

From the review of staff records, it was determined that 8 out of 16 staff records does/do not include documentation of current first-aid and cardiopulmonary resuscitation training. See Staff Records 8.16.2.22 form for staff without verification of training.

Regulation: 8.16.2.22F(1)(g)

Corrective Action Plan

The center will obtain documentation of first-aid and CPR training and retain on file.

Date to be Completed: 12/05/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 16 staff records does/do not include a professional development plan based on seven areas of competency. See Staff Records 8.16.2.22 form for staff who need a current plan.

Regulation: 8.16.2.22F(1)(n)

Corrective Action Plan

The center will have staff complete a professional development plan and sign the plan . The plan will be maintained on file.

Date to be Completed: 12/04/2017

Deficiencies

From the review of staff records, it was determined that 1out of 16 staff records does/do not include signed acknowledgement that the personnel handbook had been read and understood. See Staff Records 8.16.2.22 form for staff who need to complete the acknowledgement.

Regulation: 8.16.2.22F(1)(o)

Corrective Action Plan

The center will have staff complete the required acknowledgement and will retain on file.

Date to be Completed: 12/04/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 16 staff records does/do not include the required Form I-9. See Staff Records 8.16.2.22 form for staff missing the form.

Regulation: 8.16.2.22F(1)(q)

Corrective Action Plan

The center will obtain Form I-9s from all staff and maintain them in their personnel files.

Date to be Completed: 12/05/2017

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 Center Name:
 License Number:
 Date:

 Catholic Charities Children's Learning Center
 94668
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Administrative Requirements

Deficiencies

From the review of staff records, it was determined that 1 out of 16 staff records does/do not include the staff's position. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(b)

Corrective Action Plan

The center will add the position to the record.

Date to be Completed: 12/05/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 16 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.

Regulation: 8.16.2.22F(1)(c)

Corrective Action Plan

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

Date to be Completed: 12/04/2017

8.16.2.22 G PERSONNEL HANDBOOK

Personnel & Staffing 8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS Compliance Non-compliance 8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING **Deficiencies** From the review of staff records, it was determined that 2 out of 16 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. Regulation: 8.16.2.23B(2)(d) **Corrective Action Plan** Annual training will be completed as required and documentation retained on file. Date to be Completed: 12/04/2017 **Deficiencies** From the review of staff records, it was determined that 1 out of 16 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. Regulation: 8.16.2.23B(2)(c) **Corrective Action Plan** Training will be completed for staff as required and documentation retained on file. Date to be Completed: 12/05/2017 **Deficiencies** On line CPR and/or First Aid Training was used to meet requirements. for 4 of the staff members Regulation: 8.16.2.23B(2)(h) **Corrective Action Plan** Obtain CPR/ and/or First Aid training from another source. Date to be Completed: 12/04/2017

Not Inspected

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Personnel & Staffing 8-16-2.23 C STAFFICHILD RATIOS AND GROUP SIZES Services & Care of Children Services & Care of Children 8-16-2.24 A GUIDANCE 8-16-2.24 E NAPS OR REST PERIOD 8-16-2.24 E NAPS OR REST PERIOD 8-16-2.24 E ADDITIONAL REQUIREMENTS FOR INFANTS AND TODLERS 8-16-2.24 E ADDITIONAL REQUIREMENTS FOR NIFANTS AND TODLERS 8-16-2.24 E ADDITIONAL REQUIREMENTS FOR NIFANT CARE 8-16-2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE 8-16-2.24 F ADDITIONAL RESPONSIVE ENVIRONMENT 8-16-2.24 F ADDITIONAL RESPONSIVE ENVIRONMENT 8-16-2.24 S OF ADDITIONAL RESPONSIVE ENVIRONMENT 8-16-2.24 L SUMMINING, WADDING AND WATER 8-16-2.24 L SWIMMINING, WADDING AND WATER 8-16-2.24 L SWIMMINING, WADDING AND WATER 8-16-2.24 L SWIMMINING, WADDING AND WATER 8-16-2.24 S MEALS AND SNACKS 8-16-2.25 E MEALS AND SNACKS 8-16-2.2	Center Name: Catholic Charities Children's Learning Center	License Number: 94668	Date: 11/03/2017		
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### Food Service 8.16.2.25 B MEALS AND SNACKS **Compliance Deficiencies** The posted menu was not followed and the substitution(s) was not recorded on the posted menu. menu said tuna salad, children were having lasagna Regulation: 8.16.2.25C(2) **Corrective Action Plan** When the posted menu is not followed, substitutions will meet nutritional requirements and be recorded on the posted menu. Date to be Completed: 12/04/2017 **B.16.2.25 D KITCHENS** **Deficiencies** The bottles of infant formula or breast milk brought from home for children in the Infant - (6 wk 12 mo.) roomroom(s) are notlabeled. two Regulation: 8.16.2.25D(5) **Corrective Action Plan** A staff will be assigned responsibility for ensuring all foods and bottles brought from the child's home are labeled and , if necessary, refrigerated. Date to be Completed: 11/03/2017 8.16.2.25 E MEAL TIMES **Compliance** **Health & Safety Requirements** **Leath & Safety Requirements** **Compliance** **Compliance*	8.16.2.24 K SWIMMING, WADING AND WATER			Not Inspected	
8.16.2.25 B MEALS AND SNACKS Compliance 8.16.2.25 C MENUS Deficiencies The posted menu was not followed and the substitution(s) was not recorded on the posted menu. menu said tuna salad, children were having lasagna Regulation: 8.16.2.25C(2) Corrective Action Plan When the posted menu is not followed, substitutions will meet nutritional requirements and be recorded on the posted menu. Date to be Completed: 12/04/2017 8.16.2.25 D KITCHENS Deficiencies The bottles of infant formula or breast milk brought from home for children in the Infant - (6 wk 12 mo.) roomroom(s) are notlabeled. two Regulation: 8.16.2.25D(5) Corrective Action Plan A staff will be assigned responsibility for ensuring all foods and bottles brought from the child's home are labeled and , if necessary, refrigerated. Date to be Completed: 11/03/2017 8.16.2.25 E MEAL TIMES Compliance Health & Safety Requirements 8.16.2.26 A HYGIENE Compliance	8.16.2.24 L FIELD TRIPS			Not Inspected	
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8.16.2.26 A HYGIENE Compliance	8.16.2.25 E MEAL TIMES			Compliance	
	Health & Safety Requirements				
8.16.2.26 B FIRST AID REQUIREMENTS Compliance	8.16.2.26 A HYGIENE			Compliance	
	8.16.2.26 B FIRST AID REQUIREMENTS			Compliance	

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Center Name: Catholic Charities Children's Learning Center	License Number: 94668	Date: 11/03/2017	
Health & Safe	ety Requirements		
8.16.2.26 C MEDICATION	, , ,		Compliance
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS			Not Inspected
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS			Non-compliance
<u>Deficiencies</u>			rten compilance
A vehicle used for transporting children is not equipped with an or	perable fire extinguisher.		
Not tagged/inspected yearly			
Regulation: 8.16.2.28A			
Corrective Action Plan			
The vehicle will be equipped with required items.			
Date to be Completed: 12/04/2017			
Buildings, G	rounds & Safety		
8.16.2.29 A HOUSEKEEPING			Non-compliance
<u>Deficiencies</u>			
The premises in the #7room are not safe in that purses accessible	el to the children (in		
cubbies)			
Regulation : 8.16.2.29A(1)			
Corrective Action Plan The safety violation will be corrected and a system for routine safe Date to be Completed: 11/03/2017	ety inspection developed.		
<u>Deficiencies</u> The premises in the # 3 room are not safe in that chairs are stack area table <u>Regulation</u> : 8.16.2.29A(1)	ed on the dramatic play		
Corrective Action Plan The safety violation will be corrected and a system for routine safe Date to be Completed: 12/05/2017	ety inspection developed.		
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			Non-compliance
<u>Deficiencies</u>			
The bathroom for rooms 4 and 6 are not accessible; functional as	they are used to store		
cots, mats etc			
Regulation: 8.16.2.29G(3)			
Corrective Action Plan The center will make necessary changes to the bathroom to ensufunctional. Date to be Completed: 12/04/2017	re it is accessible and		
·			
8.16.2.29 H SAFETY COMPLIANCE			Compliance

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Center Name:	License Number:	Date:		
Catholic Charities Children's Learning Center	94668	11/03/2017		
Buildings, Ground	s & Safety			
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES Compliance				
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.

11/03/2017

11/03/2017

Surveyor:Sylvia Foster

Date

Facility Rep:Diane Lozano

Date