

<b>Center Name:</b> Central Family YMCA		<b>Address:</b> 201 University NE Albuquerque, NM 87106			<b>Phone:</b> (505)244-3900		
<b>License Number:</b> 152356	<b>Issue Date:</b> 05/27/2016	<b>Expiration Date:</b> 05/26/2017	<b>Type:</b> 3 Star FOCUS Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	39	Under Age 2:	25	Night Care:	0	Playground:	62
		Over 2:	29	Under 2:	17		
<b>Days and Hours of Operation</b>							
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:	06:30 AM	06:30 AM	06:30 AM	06:30 AM	06:30 AM	Closed	Closed
Closing Times:	06:00 PM	06:00 PM	06:00 AM	06:00 PM	06:00 PM		
<b># of Classrooms:</b> 5	<b>Purpose:</b> Annual		<b>Date:</b> 04/19/2017		<b>Time:</b> 09:30 AM		
<b>Comments</b> The slide on the playground may not be used by children till repaired or replaced.							

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

Licensure	
8.16.2.11 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	Not Inspected
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	Compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Compliance
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

<b>Center Name:</b> Central Family YMCA	<b>License Number:</b> 152356	<b>Date:</b> 04/19/2017
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**Administrative Requirements**

**Deficiencies**

Of the 10 children's records reviewed, 1 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

**Regulation:** 8.16.2.22E(2)(a)

**Corrective Action Plan**

Parents will be advised to review and add missing information. The center will review all records to ensure information regarding allergies and medical conditions is on file.

**Date to be Completed:** 05/19/2017

**8.16.2.22 F PERSONNEL RECORDS**

Non-compliance

**Deficiencies**

From the review of staff records, it was determined that 7 out of 7 staff records does/do not include signed acknowledgement that the center's disaster preparedness plan and fire evacuation plan were reviewed.

**Regulation:** 8.16.2.22F(1)(P)

**Corrective Action Plan**

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

**Date to be Completed:** 05/19/2017

**Deficiencies**

From the review of staff records, it was determined that 2 out of 7 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:** 05/19/2017

**Deficiencies**

From the review of staff records, it was determined that 2 out of 7 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:** 05/19/2017

**Deficiencies**

From the review of staff records, it was determined that 2 out of 7 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:** 05/19/2017

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### Administrative Requirements

**Deficiencies**

From the review of staff records, it was determined that 2 out of 7 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:** 05/19/2017

**Deficiencies**

From the review of staff records, it was determined that 1 out of 7 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:** 05/19/2017

**Deficiencies**

From the review of staff records, it was determined that 1 out of 16 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information. In the required every 5 years.

**Regulation:** 8.16.2.22F(1)(e)

**Corrective Action Plan**

The center will obtain documentation of a background check.

**Date to be Completed:** 05/19/2017

8.16.2.22 G PERSONNEL HANDBOOK	Compliance
<b>Personnel &amp; Staffing</b>	
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING	Compliance
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES	Compliance
<b>Services &amp; Care of Children</b>	
8.16.2.24 A 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	N/A
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

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<b>Services &amp; Care of Children</b>		
8.16.2.24 I EQUIPMENT AND PROGRAM		Compliance
8.16.2.24 J OUTDOOR PLAY AREAS		Compliance
8.16.2.24 K SWIMMING, WADING AND WATER		N/A
8.16.2.24 L FIELD TRIPS		N/A
<b>Food Service</b>		
8.16.2.25 B MEALS AND SNACKS		Compliance
8.16.2.25 C MENUS		Compliance
8.16.2.25 D KITCHENS <b>Deficiencies</b> A food is not properly stored; the item is not in an airtight container; labeled and dated. Cornmeal, salt and flour in pantry. <b>Regulation:</b> 8.16.2.25D(4) <b>Corrective Action Plan</b> The person responsible for food service will be instructed in proper food storage. <b>Date to be Completed:</b> 05/19/2017		Non-compliance
8.16.2.25 E MEAL TIMES		Compliance
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE		Compliance
8.16.2.26 B FIRST AID REQUIREMENTS		Compliance
8.16.2.26 C MEDICATION		Not Inspected
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Not Inspected
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING <b>Deficiencies</b> The equipment in the Prek classroom are not clean as evidenced by soft pillows are unclean. <b>Regulation:</b> 8.16.2.29A(1) <b>Corrective Action Plan</b> Cleaning will be completed and a schedule for routine cleaning will be established. <b>Date to be Completed:</b> 05/19/2017 <b>Deficiencies</b> The equipment in the toddler room are not clean as evidenced by tables have an accumulation of adhesive residue. <b>Regulation:</b> 8.16.2.29A(1) <b>Corrective Action Plan</b> Cleaning will be completed and a schedule for routine cleaning will be established. <b>Date to be Completed:</b> 05/19/2017		Non-compliance

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**Buildings, Grounds & Safety**

**Deficiencies**

The equipment in the playground are not safe in that big slide is cracked.

Regulation: 8.16.2.29A(1)

**Corrective Action Plan**

The safety violation will be corrected and a system for routine safety inspection developed.

Date to be Completed: 05/19/2017

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 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.**

*LM 12:20*

04/19/2017

*JA*

04/19/2017

Surveyor: Lucille Mizner	Date	Facility Rep: Joni Jansen	Date
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