cyfd
Children, Youth and Families Department
Child Care Licensing
SURVEY REPORT

Facility

Name: *Charlotte's Place*　　　　　　　　　　　**License Number**: *165830*

Address: *5380 McNutt, Sunland Park, NM 88063*

Phone: *5755891201*　　　**Fax**:　　　**E-mail**: *lourdesesparza60@gmail.com; melanie.waller@hotmail.com*

License Information

Type: *2 Star Child Care Center*　　　**Status**: *Licensed*　　　**Issue Date**: *03/12/2018*　　　**Expiration Date**: *11/17/2018*

Capacity

Over Age 2: *15*　　　**Under Age 2**: *28*　　　**Night Care**: *0*　　　**Playground**: *46*
Square Footage: *0*

Census

Over 2: *12*　　　**Under 2**: *6*

Classrooms

Number of Classrooms: *4*

Days and Hours of Operation

Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM - 5:00 PM	*7:00 AM - 5:00 PM*	*7:00 AM - 5:00 PM*	*7:00 AM - 5:00 PM*	*7:00 AM - 5:00 PM*

Saturday	Sunday
Closed	*Closed*

Inspection

Date: *06/18/2018*　　　**Time In**: *2:35 PM*　　　**Time Out**: *3:09 PM*　　　**Purpose**: *Complaint*

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	*N/A*
8.16.2.18 D Complaints	*Compliance*
8.16.2.21 A Licensing Requirements	*N/A*
8.16.2.21 B Capacity of Centers	*N/A*

Licensure *(continued)*

8.16.2.21 C Incident Reporting Requirements	*N/A*

Administrative Requirements

8.16.2.22 A Administrative Records	*N/A*
8.16.2.22 B Mission, Philosophy and Curriculum Statement	*N/A*
8.16.2.22 C Policy and Procedures	*N/A*
8.16.2.22 D Family Handbook	*N/A*
8.16.2.22 E Children's Records	*N/A*
8.16.2.22 F Personnel Records	*N/A*
8.16.2.22 G Personnel Handbook	*N/A*

Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements	*N/A*
8.16.2.23 B Staff Qualifications and Training	*N/A*
8.16.2.23 C Staff/Child Ratios and Group Sizes	*N/A*

Services & Care of Children

8.16.2.24 A Guidance	*N/A*
8.16.2.24 B Naps or Rest Period	*N/A*
8.16.2.24 C Additional Requirements for Infants and Toddlers	*N/A*
8.16.2.24 D Diapering and Toileting	*N/A*
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	*N/A*
8.16.2.24 H Social-Emotional Responsive Environment	*N/A*
8.16.2.24 I Equipment and Program	*N/A*
8.16.2.24 J Outdoor Play Areas	*N/A*
8.16.2.24 K Swimming, Wadding and Water	*N/A*
8.16.2.24 L Field Trips	*N/A*

Food Service

8.16.2.25 B Meals and Snacks	*N/A*

Food Service *(continued)*

8.16.2.25 C Menus *N/A*

8.16.2.25 D Kitchens *N/A*

8.16.2.25 E Meal Times *N/A*

Health & Safety Requirements

8.16.2.26 A Hygiene *N/A*

8.16.2.26 B First Aid Requirements *N/A*

8.16.2.26 C Medication *N/A*

8.16.2.27 A-D Illness Requirements for Centers *N/A*

8.16.2.28 A-H Transportation Requirements for Centers *N/A*

Buildings, Grounds & Safety

8.16.2.29 A Housekeeping *N/A*

8.16.2.29 B Pest Control *N/A*

8.16.2.29 C Mechanical Systems ***Non-compliance***

> *The temperature in rooms used by children exceeds 82 degrees Fahrenheit. Temperatures range from 84 degrees -to- 87.5 degrees.*
>
> *Corrective Action Plan*
> *A temperature between 68 degrees through 82 degrees Fahrenheit will be maintained in all rooms used by children.*
>
> Regulation: *8.16.2.29.C.1.*   Date to be Completed: *06/19/2018*

> *The center's cooling equipment is not maintained so that it is in good working order. Issue with thermostat.*
>
> *Corrective Action Plan*
> *All heating and cooling equipment will be maintained to be in good working order.*
>
> Regulation: *8.16.2.29.C.2.*   Date to be Completed: *06/19/2018*

8.16.2.29 D Water and Waste *N/A*

8.16.2.29 E Lighting, Lighting Fixtures and Electrical *N/A*

8.16.2.29 F Exits and Windows *N/A*

8.16.2.29 G Toilet and Bathing Facilities *N/A*

8.16.2.29 H Safety Compliance *N/A*

Buildings, Grounds & Safety *(continued)*

8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances   *N/A*

8.16.2.29 J Pets   *N/A*

Additional Comments

Survey is in reference to a substantiated compliant. Deficiencies will be marked as non-compliance, all others will be marked as n/a.

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: *Crystal Patton*

Facility Representative: *Auden Valenzuela*