

<b>Center Name:</b> Creation Station Daycare & Development Center		<b>Address:</b> 1732 El Ilano Rd. Espanola, NM 87532		<b>Phone:</b> (505)747-6947			
<b>License Number:</b> 161108	<b>Issue Date:</b> 04/1/2017	<b>Expiration Date:</b> 11/16/2017	<b>Type:</b> 2 Star + Child Care Center	<b>Status:</b> Licensed			
<b>Capacity</b>				<b>Census</b>			
Over Age 2: 24	Under Age 2: 15	Night Care: 0	Playground: 24	Over 2: 22	Under 2: 9		
<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:	07:00 AM	07:00 AM	07:00 AM	07:00 AM	07:00 AM	Closed	Closed
Closing Times:	05:30 PM	05:30 PM	05:30 PM	05:30 PM	05:30 PM		
<b># of Classrooms:</b> 2	<b>Purpose:</b> Annual		<b>Date:</b> 09/06/2017		<b>Time:</b> 10:45 AM		
<b>Comments</b>							

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	Compliance
8.16.2.11 B RENEWAL OF LICENSE	Compliance
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Compliance
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Compliance
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Compliance
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	Compliance
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> Creation Station Daycare & Development Center	<b>License Number:</b> 161108	<b>Date:</b> 09/06/2017
<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b> There was no record of each child's arrival and/or departure time and dates of attendance initialed by a parent, guardian, or person authorized to pick up the child. Of the 31 children present 30 were signed in. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization. <b>Regulation:</b> 8.16.2.22E(1)(j)</p> <p><b><u>Corrective Action Plan</u></b> Parents will be advised to sign in and out each child daily and staff will monitor for completion. <b>Date to be Completed:</b> 09/06/2017</p>		
<b>8.16.2.22 F PERSONNEL RECORDS</b>		Compliance
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>		Compliance
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>		Compliance
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>		Compliance
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>		Compliance
<b>Services &amp; Care of Children</b>		
<b>8.16.2.24 A GUIDANCE</b>		Compliance
<b>8.16.2.24 B NAPS OR REST PERIOD</b>		Compliance
<p><b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b></p> <p><b><u>Deficiencies</u></b> A child was observed sleeping in a swing; the child was not removed to a crib. <b>Regulation:</b> 8.16.2.24C(3)</p> <p><b><u>Corrective Action Plan</u></b> Staff will be instructed to place infants in a crib for sleeping. Teacher removed infant when licensing asked. <b>Date to be Completed:</b> 09/06/2017</p>		Compliance
<b>8.16.2.24 D DIAPERING AND TOILETING</b>		Compliance
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>		Compliance
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>		N/A
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>		Compliance
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>		Compliance
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>		Compliance
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>		Compliance
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>		N/A
<b>8.16.2.24 L FIELD TRIPS</b>		Not Inspected
<b>Food Service</b>		
<b>8.16.2.25 B MEALS AND SNACKS</b>		Compliance

<b>Center Name:</b> Creation Station Daycare & Development Center	<b>License Number:</b> 161108	<b>Date:</b> 09/06/2017
<b>Food Service</b>		
8.16.2.25 C MENUS		Compliance
8.16.2.25 D KITCHENS		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		Compliance
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING		Compliance
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.



09/06/2017



09/06/2017

Surveyor: Franchesca Archuleta

Date

Facility Rep: Rachel Martinez

Date