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|---|---------------------------------|---|--|-----------------|--------------------------------|-----------------|---------------|
| Center Name: Downtown Child Care Center | | Address: 1503 Sixth St. NW Albuquerque, NM 87102 | | | Phone: (505)242-1357 | | |
| License Number: 17859 | Issue Date: 04/1/2016 | Expiration Date: 03/15/2017 | Type: 5 Star FOCUS Child Care Center | | Status: Licensed | | |
| Capacity | | | | | Census | | |
| Over Age 2: | 28 | Under Age 2: | 0 | Night Care: | 0 | Playground: | 28 |
| | | Over 2: | 10 | Under 2: | 0 | | |
| Days and Hours of Operation | | | | | | | |
| | <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 | | |
| # of Classrooms: 2 | Purpose: Annual | | Date: 01/18/2017 | | Time: 10:00 AM | | |
| Comments | | | | | | | |

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 <u>Deficiencies</u> The center failed to post classroom capacities, and ratios and group sizes in an area of the room that is easily visible to parents, staff and visitors. Regulation: 8.16.2.21B(3)(c) <u>Corrective Action Plan</u> The center will post the capacity in an area of the room that is easily visible to parents, staff and visitors. Corrected on site. Date to be Completed: 02/17/2017 | Non-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 | Non-compliance |

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| Center Name: Downtown Child Care Center | License Number: 17859 | Date: 01/18/2017 |
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Administrative Requirements

Deficiencies

The center did not have available for review written policies and procedures covering expulsion of children.

Regulation: 8.16.2.22C(1)-(8)

Corrective Action Plan

The center will complete written policies and procedures for the missing area(s).

Date to be Completed: 02/17/2017

Deficiencies

The program does not have an up to date emergency evacuation and disaster preparedness plan approved by the department.

Regulation: 8.16.2.22C(8)

Corrective Action Plan

An emergency evacuation and disaster preparedness plan will be developed.

Date to be Completed: 02/17/2017

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| 8.16.2.22 D FAMILY HANDBOOK | Compliance |
| 8.16.2.22 E CHILDREN'S RECORDS | Compliance |
| 8.16.2.22 F PERSONNEL RECORDS | Compliance |
| 8.16.2.22 G PERSONNEL HANDBOOK | Compliance |

Personnel & Staffing

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| 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 |

Services & Care of Children


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|---|---------------|
| 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 | N/A |
| 8.16.2.24 D DIAPERING AND TOILETING | Compliance |
| 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 | Compliance |
| 8.16.2.24 K SWIMMING, WADING AND WATER | Not Inspected |
| 8.16.2.24 L FIELD TRIPS | Not Inspected |

Food Service


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| 8.16.2.25 B MEALS AND SNACKS | Compliance |
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| Center Name: Downtown Child Care Center | License Number: 17859 | Date: 01/18/2017 |
| Food Service | | |
| 8.16.2.25 C MENUS | | Compliance |
| 8.16.2.25 D KITCHENS | | Compliance |
| 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 | | Compliance |
| 8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS | | Compliance |
| 8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS | | N/A |
| Buildings, Grounds & Safety | | |
| 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 | | Compliance |

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.

 11.35

01/18/2017



01/18/2017

Surveyor: Patricia Williams

Date

Facility Rep: Donna Fletcher

Date