

<b>Center Name:</b> Eastern N.M. University			<b>Address:</b> ENMU Station 25 PORTALES, NM 881300000			<b>Phone:</b> (575)562-2805		
<b>License Number:</b> 10886	<b>Issue Date:</b> 01/1/2018	<b>Expiration Date:</b> 10/31/2018	<b>Type:</b> 2 Star Child Care Center			<b>Status:</b> Licensed		
<b>Capacity</b>						<b>Census</b>		
Over Age 2:	55	Under Age 2:	0	Night Care:	0	Playground:	55	
						Over 2:	22	Under 2:
						0		
<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:	07:45	07:45	07:45	07:45	07:45	Closed	Closed	
Closing Times:	05:15 P	05:15 P	05:15 P	05:15 P	05:15 P			
<b># of Classrooms:</b> 2		<b>Purpose:</b> Semi-Annual		<b>Date:</b> 02/01/2018		<b>Time:</b> 10:00		
<b>Comments</b> Dr. Goode is Interim Director. They are in the process of hiring a new director. Dr. Goode will submit an amended application along with the new director qualifications and background check. as soon the ENMU hiring process is completed								

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	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	Compliance
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

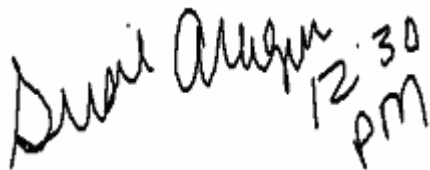

<b>8.16.2.22 A ADMINISTRATION RECORDS</b> <u>Deficiencies</u> The center failed to display in a prominent place that is readily visible to parents, staff and visitors the dated weekly menus for meals and snacks. <b>Regulation:</b> 8.16.2.22A <u>Corrective Action Plan</u> The center will post the missing item. <b>Date to be Completed:</b> 03/02/2018	Non-compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES	Not Inspected
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance

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<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b> Of the 6 children's records reviewed, 2 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. <b>Regulation:</b> 8.16.2.22E(1)(e)</p> <p><b><u>Corrective Action Plan</u></b> 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. <b>Date to be Completed:</b> 03/02/2018</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>		
<p><b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b></p> <p><b><u>Deficiencies</u></b> In the absence of the director, the center does not have a notice posted naming the person designated to be in charge. <b>Regulation:</b> 8.16.2.23A(8)</p> <p><b><u>Corrective Action Plan</u></b> In the director's absence, a person will be assigned to be in charge and a notice to that affect will be posted. <b>Date to be Completed:</b> 02/02/2018</p>	Non-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>	Not Inspected	
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>	N/A	
<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>	Not Inspected	
<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>	Non-compliance	

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<b>Services &amp; Care of Children</b>		
<p><b><u>Deficiencies</u></b> The fall zone underneath the climber is not adequate as evidenced by the resilient material is not uniformly spread over the fall zone area. <b>Regulation:</b> 8.16.2.24J(3)</p> <p><b><u>Corrective Action Plan</u></b> An approved resilient surface will be provided beneath the climbing structures, swings, and slides. <b>Date to be Completed:</b> 03/02/2018</p>		
8.16.2.24 K SWIMMING, WADING AND WATER	Not Inspected	
8.16.2.24 L FIELD TRIPS	Not Inspected	
<b>Food Service</b>		
8.16.2.25 B MEALS AND SNACKS	Compliance	
<p>8.16.2.25 C MENUS</p> <p><b><u>Deficiencies</u></b> Menu was not posted for review by parents, caregivers and children. <b>Regulation:</b> 8.16.2.25C(3)</p> <p><b><u>Corrective Action Plan</u></b> The facility will post their menus for the next week at the beginning of the current week where it can be viewed by parents, care givers and children. <b>Date to be Completed:</b> 03/02/2018</p>	Non-compliance	
8.16.2.25 D KITCHENS	Not Inspected	
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	Not Inspected	
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>		
<p>8.16.2.29 A HOUSEKEEPING</p> <p><b><u>Deficiencies</u></b> The garbage/refuse receptacle being used in the Playground does not have a tight fitting lid. <b>Regulation:</b> 8.16.2.29A(3)</p> <p><b><u>Corrective Action Plan</u></b> The garbage can(s) will be replaced. <b>Date to be Completed:</b> 03/02/2018</p>	Compliance	
8.16.2.29 B PEST CONTROL	Not Inspected	
8.16.2.29 C MECHANICAL SYSTEMS	Compliance	

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<b>Buildings, Grounds &amp; Safety</b>		
<b>8.16.2.29 D WATER AND WASTE</b> <u>Deficiencies</u> All classrooms and bathrooms do not have hot water. Regulation: 999  <u>Corrective Action Plan</u> Director has submitted work order for repairs. Date to be Completed: 02/08/2018		Compliance
<b>8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b>		Compliance
<b>8.16.2.29 F EXITS AND WINDOWS</b>		Compliance
<b>8.16.2.29 G TOILET AND BATHING FACILITIES</b>		Compliance
<b>8.16.2.29 H SAFETY COMPLIANCE</b>		Compliance
<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>		Compliance
<b>8.16.2.29 J PETS</b>		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.

 02/01/2018	 02/01/2018
Surveyor: Susie Aragon	Facility Rep: Kathy Maddox