



### Facility

**Name:** *Elsa Irma Velazquez* **License Number:** *162703*  
**Address:** *1708 Jay St., Santa Fe, NM 87505*  
**Phone:** *5053166048* **Fax:**  **E-mail:** *irmavelazquez48@gmail.com*

### License Information

**Type:** *2 Star Family Child Care Home* **Status:** *Licensed* **Issue Date:** *08/04/2018* **Expiration Date:** *08/03/2019*

### Capacity

**Over Age 2:** *4* **Under Age 2:** *2* **Night Care:** *0* **Playground:** *0*  
**Square Footage:** *0*

### Census

**Over 2:** *0* **Under 2:** *0*

### Classrooms

**Number of Classrooms:** *1*

### Days and Hours of Operation

|   |  |  |   |   |
|---|--|--|---|---|
| <b>Monday</b><br><i>7:30 AM - 5:30 PM</i> | <b>Tuesday</b><br><i>7:30 AM - 5:30 PM</i> | <b>Wednesday</b><br><i>7:30 AM - 5:30 PM</i> | <b>Thursday</b><br><i>7:30 AM - 5:30 PM</i> | <b>Friday</b><br><i>7:30 AM - 5:30 PM</i> |
| <b>Saturday</b><br><i>Closed</i>          | <b>Sunday</b><br><i>Closed</i>             |  |   |   |

### Inspection

**Date:** *06/29/2018* **Time In:** *9:01 AM* **Time Out:** *9:10 AM* **Purpose:** *Follow-up*

### Licensure

|   |                      |
|---|----------------------|
| 8.16.2.31 A Licensing Requirements          | <i>Not Inspected</i> |
| 8.16.2.31 B Capacity of a Home              | <i>Not Inspected</i> |
| 8.16.2.31 C Incident Reporting Requirements | <i>Not Inspected</i> |

### Administrative Requirements

|  |                      |
|--|----------------------|
| 8.16.2.32 A Administrative Records                       | <i>Compliance</i>    |
| 8.16.2.32 B Mission, Philosophy and Curriculum Statement | <i>Not Inspected</i> |
| 8.16.2.32 C Parent Handbook                              | <i>Not Inspected</i> |
| 8.16.2.32 D Children's Records                           | <i>Compliance</i>    |

### Administrative Requirements (*continued*)

|                                |                      |
|--------------------------------|----------------------|
| 8.16.2.32 E Personnel Records  | <i>Compliance</i>    |
| 8.16.2.32 F Personnel Handbook | <i>Not Inspected</i> |

### Personnel & Staffing

|   |                      |
|---|----------------------|
| 8.16.2.33 A Personnel and Staffing Requirements | <i>Not Inspected</i> |
| 8.16.2.33 B Staff Qualifications and Training   | <i>Not Inspected</i> |

### Services & Care of Children

|   |                      |
|---|----------------------|
| 8.16.2.34 A Guidance  | <i>Not Inspected</i> |
| 8.16.2.34 B Naps or Rest Period                                     | <i>Not Inspected</i> |
| 8.16.2.34 C Additional Requirements for Infants and Toddlers        | <i>Not Inspected</i> |
| 8.16.2.34 D Diapering and Toileting                                 | <i>Not Inspected</i> |
| 8.16.2.34 E Additional Requirements for Children with Special Needs | <i>N/A</i>           |
| 8.16.2.34 F Night Care  | <i>N/A</i>           |
| 8.16.2.34 G Physical Environment                                    | <i>Not Inspected</i> |
| 8.16.2.34 H Social-Emotional Responsive Environment                 | <i>Not Inspected</i> |
| 8.16.2.34 I Equipment and Program                                   | <i>Not Inspected</i> |
| 8.16.2.34 J Outdoor Play  | <i>Not Inspected</i> |
| 8.16.2.34 K Swimming, Wadding and Water                             | <i>N/A</i>           |
| 8.16.2.34 L Field Trips   | <i>N/A</i>           |

### Food Service

|                              |                      |
|------------------------------|----------------------|
| 8.16.2.35 B Meals and Snacks | <i>Not Inspected</i> |
| 8.16.2.35 C Menus            | <i>Not Inspected</i> |
| 8.16.2.35 D Kitchens         | <i>Not Inspected</i> |
| 8.16.2.35 E Meal Times       | <i>Not Inspected</i> |

### Health & Safety Requirements

|   |                      |
|---|----------------------|
| 8.16.2.36 A Hygiene                         | <i>Not Inspected</i> |
| 8.16.2.36 B First Aid Requirements          | <i>Compliance</i>    |
| 8.16.2.36 C Medication                      | <i>Not Inspected</i> |
| 8.16.2.36 D Illness and Notifiable Diseases | <i>Not Inspected</i> |

**Health & Safety Requirements (*continued*)**

8.16.2.37 A-G Transportation Requirements for Homes

N/A

**Buildings, Grounds & Safety**

8.16.2.38 A Housekeeping

Not Inspected

8.16.2.38 B Pest Control

Not Inspected

8.16.2.38 C Mechanical Systems

Not Inspected

8.16.2.38 D Lighting, Lighting Fixtures and Electrical

Not Inspected

8.16.2.38 E Exits

Not Inspected

8.16.2.38 F Toilet and Bathing Facilities:

Not Inspected

8.16.2.38 G Safety Compliance

Compliance

8.16.2.38 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances

Not Inspected

8.16.2.38 I Pets

Compliance

**Additional Comments**

*Have corrected all deficiencies from Annual survey performed on 6/5/18.*

**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: *Diana Martinez*Facility Representative: *Elsa Velasquez*