

Center Name: First Steps Child Care		Address: 11820 Highway 337 S Tijeras, NM 87059			Phone: (505)286-1482		
License Number: 124170	Issue Date: 09/16/2016	Expiration Date: 09/15/2017	Type: 2 Star Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	30	Under Age 2:	14	Night Care:	0	Playground:	44
		Over 2:	16	Under 2:	8		
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:	06:30 AM	06:30 AM	06:30 AM	06:30 AM	06:30 AM	Closed	Closed
Closing Times:	06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
# of Classrooms: 4	Purpose: Semi-Annual		Date: 02/17/2017		Time: 10:30 AM		
Comments Center staff have not recieved the mandatory Health and Safety training. Discussed with administrator where to download new NM Child Care Licensing regulations on line, center will also be mailed a paper copy of the regulations today.							

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	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	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	Compliance
8.16.2.22 F PERSONNEL RECORDS	Non-compliance

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Administrative Requirements		
<p><u>Deficiencies</u> From the review of staff records, it was determined that 2 out of 8 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information. older than 5 years Regulation: 8.16.2.22F(1)(e)</p> <p><u>Corrective Action Plan</u> The center will obtain documentation of a background check. Date to be Completed: 03/17/2017</p>		
8.16.2.22 G PERSONNEL HANDBOOK	Not Inspected	
Personnel & Staffing		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
<p>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</p> <p><u>Deficiencies</u> Educators did not complete the following training within 3-months: Health and Safety Training Regulation: 8.16.2.23B(2)(b)</p> <p><u>Corrective Action Plan</u> All educators, regardless of the number of hours per week, will complete the above listed training. The following staff members need to complete the required training: 8 Date to be Completed: 03/17/2017</p>	Non-compliance	
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES	Compliance	
Services & Care of Children		
8.16.2.24 A GUIDANCE	Not Inspected	
8.16.2.24 B NAPS OR REST PERIOD	Compliance	
<p>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</p> <p><u>Deficiencies</u> A child was observed sleeping in a swing; the child was not removed to a crib. Regulation: 8.16.2.24C(3)</p> <p><u>Corrective Action Plan</u> Staff will be instructed to place infants in a crib for sleeping. Date to be Completed: 02/17/2017</p> <p><u>Deficiencies</u> Feeding practices are inappropriate as evidenced by infants unable to sit are not held for bottle-feeding; bottles are propped; children sleep with a bottle in their mouth. Regulation: 8.16.2.24C(13)</p> <p><u>Corrective Action Plan</u> Staff will be instructed on proper feeding practices. Date to be Completed: 02/17/2017</p>	Non-compliance	
8.16.2.24 D DIAPERING AND TOILETING	Compliance	
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	Not Inspected	
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE	Not Inspected	

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Services & Care of Children		
8.16.2.24 G PHYSICAL ENVIRONMENT		Compliance
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT		Not Inspected
8.16.2.24 I EQUIPMENT AND PROGRAM		Compliance
8.16.2.24 J OUTDOOR PLAY AREAS Deficiencies The fall zone underneath the swings; slide is not adequate as evidenced by the resilient material is not deep enough. Regulation: 8.16.2.24J(3) Corrective Action Plan An approved resilient surface will be provided beneath the climbing structures, swings, and slides. Date to be Completed: 03/17/2017		Non-compliance
8.16.2.24 K SWIMMING, WADING AND WATER		Not Inspected
8.16.2.24 L FIELD TRIPS		Not Inspected
Food Service		
8.16.2.25 B MEALS AND SNACKS		Not Inspected
8.16.2.25 C MENUS		Not Inspected
8.16.2.25 D KITCHENS Deficiencies A drink; leftover is not properly stored; the item is not labeled and dated. in PK room cheese and milk Regulation: 8.16.2.25D(4) Corrective Action Plan The person responsible for food service will be instructed in proper food storage. Date to be Completed: 03/17/2017 Deficiencies The bottles of infant formula or breast milk brought from home for children in the Infant - (6 wk. - 12 mo.); Toddler - (12 - 24 mo.) roomsroom(s) are notlabeled. Regulation: 8.16.2.25D(5) Corrective Action Plan A staff will be assigned responsibility for ensuring all foods and bottles brought from the child's home are labeled and , if necessary, refrigerated. Date to be Completed: 02/17/2017		Non-compliance
8.16.2.25 E MEAL TIMES		Not Inspected
Health & Safety Requirements		
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

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Health & Safety Requirements		
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		Not Inspected
Buildings, Grounds & Safety		
8.16.2.29 A HOUSEKEEPING		Non-compliance
<p>Deficiencies The Fixtures are not in good repair as evidenced by lights panels out or going out in 2s room, ialso PK room. Regulation: 8.16.2.29A(1)</p> <p>Corrective Action Plan Repairs will be completed and a system for routine inspection of the center and premises will be established. Date to be Completed: 03/18/2017</p>		
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		Non-compliance
<p>Deficiencies The toilet room for girls is missing toilet paper in one stall Regulation: 8.16.2.29G(2)</p> <p>Corrective Action Plan The toilet room will be restocked and a routine established to monitor all toilet rooms for adequate supplies. Date to be Completed: 02/18/2017</p>		
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.

STFD

02/17/2017



02/17/2017

Surveyor: Sylvia Foster

Date

Facility Rep: Melinda Hood

Date