



**Facility**

**Name:** *First Steps Child Care Inc* **License Number:** *124170*  
**Address:** *11820 Highway 337 S, Tijeras, NM 87059*  
**Phone:** *5052861482* **Fax:** *N/A* **E-mail:** *tekaedgin@earthlink.net*

**License Information**

**Type:** *2 Star Child Care Center* **Status:** *Licensed* **Issue Date:** *09/16/2017* **Expiration Date:** *09/15/2018*

**Capacity**

**Over Age 2:** *30* **Under Age 2:** *14* **Night Care:** *0* **Playground:** *44*  
**Square Footage:** *0*

**Census**

**Over 2:** *14* **Under 2:** *4*

**Classrooms**

**Number of Classrooms:** *4*

**Days and Hours of Operation**

<b>Monday</b> <i>6:30 AM - 6:00 PM</i>	<b>Tuesday</b> <i>6:30 AM - 6:00 PM</i>	<b>Wednesday</b> <i>6:30 AM - 6:00 PM</i>	<b>Thursday</b> <i>6:30 AM - 6:00 PM</i>	<b>Friday</b> <i>6:30 AM - 6:00 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

**Date:** *07/13/2018* **Time In:** *9:15 AM* **Time Out:** *11:15 AM* **Purpose:** *Annual*

**Licensure**

8.16.2.11 A Types of Licenses	<i>Not Inspected</i>
8.16.2.11 B Renewal of License	<i>Not Inspected</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Not Inspected</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Not Inspected</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>

**Administrative Requirements (continued)**

8.16.2.21 C Incident Reporting Requirements *Not Inspected*

**Administrative Requirements**

8.16.2.22 A Administrative 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 *Compliance*

8.16.2.22 F Personnel Records *Compliance*

8.16.2.22 G Personnel Handbook *Compliance*

**Personnel & Staffing**

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**

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 *Compliance*

8.16.2.24 D Diapering and Toileting *Compliance*

8.16.2.24 E Additional Requirements for Children with Special Needs *N/A*

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, Wadding and Water *N/A*

8.16.2.24 L Field Trips *N/A*

**Food Service**

8.16.2.25 B Meals and Snacks *Compliance*

**Food Service (continued)**

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	N/A
8.16.2.27 A-D Illness Requirements for Centers	Not Inspected
8.16.2.28 A-H Transportation Requirements for Centers	N/A

**Buildings, Grounds & Safety**

8.16.2.29 A Housekeeping	<b>Non-compliance</b>
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*The playground has a heavy accumulation of weeds.*

*Corrective Action Plan*

*A routine will be established to assess all areas of the premises for cleanliness, safety and potential hazards.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 08/13/2018

*The Premises are not in good repair as evidenced by weed barrier in the small playground is exposed.*

*Corrective Action Plan*

*Repairs will be completed and a system for routine inspection of the center and premises will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 08/13/2018

*The Floors are not in good repair as evidenced by the carpets in the classrooms are split and unraveling.*

*Corrective Action Plan*

*Repairs will be completed and a system for routine inspection of the center and premises will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 08/13/2018

**8.16.2.29 A Housekeeping (continued)**

**Non-compliance**

*The Equipment are not in good repair as evidenced by books are worn in the PreK classroom.*

*Corrective Action Plan*

*Repairs will be completed and a system for routine inspection of the center and premises will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 08/13/2018

*The toys in the Pre K classroom are not clean as evidenced by soft toys and dress up clothes are dirty.*

*Corrective Action Plan*

*Cleaning will be completed and a schedule for routine cleaning will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 08/18/2018

**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**

**Non-compliance**

*Lighting in the PreK room is not sufficient.*

*Corrective Action Plan*

*The area will have additional lighting provided.*

Regulation: 8.16.2.29.E.1.

Date to be Completed: 08/13/2018

**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*

**Additional Comments**

*None*

## 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: *Lucille Mizner*



Facility Representative: *Oteka D Edgington*