



Facility

Name: Hoffmantown Kids Express **License Number:** 54173
Address: 8888 Harper Rd NE, Albuquerque, NM 87111
Phone: 5058588602 **Fax:** N/A **E-mail:** darlened@hoffmantown.org

License Information

Type: 1 Star Child Care Center **Status:** Licensed **Issue Date:** 02/10/2018 **Expiration Date:** 02/09/2019

Capacity

Over Age 2: 160 **Under Age 2:** 68 **Night Care:** 0 **Playground:** 160
Square Footage: 0

Census

Over 2: 121 **Under 2:** 0

Classrooms

Number of Classrooms: 11

Days and Hours of Operation

Monday 9:00 AM - 1:00 PM	Tuesday 9:00 AM - 1:00 PM	Wednesday 9:00 AM - 1:00 PM	Thursday 9:00 AM - 1:00 PM	Friday Closed
Saturday Closed	Sunday Closed			

Inspection

Date: 12/12/2018 **Time In:** 9:30 AM **Time Out:** 1:00 PM **Purpose:** Annual

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

Licensure (continued)

8.16.2.21 C Incident Reporting Requirements	Not Inspected
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Administrative Requirements

8.16.2.22 A Administrative Records	Compliance
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8.16.2.22 B Mission, Philosophy and Curriculum Statement	Compliance
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8.16.2.22 C Policy and Procedures	Compliance
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8.16.2.22 D Family Handbook	Compliance
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8.16.2.22 E Children's Records	Compliance
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8.16.2.22 F Personnel Records	Non-compliance
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From the review of staff records, it was determined that 2 out of 28 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information. Every five years.

Corrective Action Plan

The center will obtain documentation of a background check.

Regulation: 8.16.2.22.F.1.e.

Date to be Completed: 01/12/2019

8.16.2.22 G Personnel Handbook	Compliance
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Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements	Compliance
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8.16.2.23 B Staff Qualifications and Training	Compliance
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8.16.2.23 C Staff/Child Ratios and Group Sizes	Compliance
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Services & Care of Children

8.16.2.24 A Guidance	Compliance
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8.16.2.24 B Naps or Rest Period	N/A
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8.16.2.24 C Additional Requirements for Infants and Toddlers	Compliance
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8.16.2.24 D Diapering and Toileting	Compliance
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8.16.2.24 E Additional Requirements for Children with Special Needs	N/A
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8.16.2.24 F Additional Requirements for Night Care	N/A
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8.16.2.24 G Physical Environment	Compliance
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8.16.2.24 H Social-Emotional Responsive Environment	Compliance
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Services & Care of Children *(continued)*

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	N/A
8.16.2.24 L Field Trips	N/A

Food Service

8.16.2.25 B Meals and Snacks	Compliance
8.16.2.25 C Menus	N/A
8.16.2.25 D Kitchens	N/A
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	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	Non-compliance

The center does not have verification of an annual fire inspection from the fire authority having jurisdiction.

Corrective Action Plan

An annual fire inspection will be requested from the fire authority having jurisdiction over the center.

(continued)

Regulation: 8.16.2.29.H.3.e.

Date to be Completed: 01/12/2019

8.16.2.29 H3(f)(i)(k) Safety Compliance

Compliance

8.16.2.29 J Pets

N/A

Additional Comments

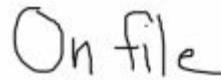
None

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: *Darlene Dickson*