

Center Name: Imagination Station Preschool		Address: 216- A N. 1st. Bloomfield, NM 87413			Phone: (505)632-3140		
License Number: 151671	Issue Date: 10/7/2016	Expiration Date: 10/6/2017	Type: 2 Star Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	30	Under Age 2:	0	Night Care:	0	Playground:	33
		Over 2:	7	Under 2:	0		
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:	05:30 PM	05:30 PM	05:30 PM	05:30 PM	05:30 PM		
# of Classrooms: 1	Purpose: Semi-Annual		Date: 02/17/2017		Time: 09:45 AM		
Comments Went over and provided copy of new regs effective 10/01/2016.							

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	Compliance
8.16.2.21 B CAPACITY OF CENTERS	Compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Compliance
Administrative Requirements	
8.16.2.22 A ADMINISTRATION 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	Non-compliance

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Administrative Requirements

Deficiencies

Of the 5 children's records reviewed, 2 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

Regulation: 8.16.2.22E(2)(b)

Corrective Action Plan

Parents will be advised to review and add missing information. The center will review all children's records to ensure up-to-date emergency contact information is on file.

Date to be Completed: 02/17/2017

8.16.2.22 F PERSONNEL RECORDS	Non-compliance
<p><u>Deficiencies</u></p> <p>From the review of staff records, it was determined that 2 out of 4 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information.</p> <p>Regulation: 8.16.2.22F(1)(e)</p> <p><u>Corrective Action Plan</u></p> <p>The center will obtain documentation of a background check.</p> <p>Date to be Completed: 02/21/2017</p> <p><u>Deficiencies</u></p> <p>From the review of staff records, it was determined that 3 out of 3 staff records does/do not include documentation of current first-aid and cardiopulmonary resuscitation training. See Staff Records 8.16.2.22 form for staff without verification of training.</p> <p>Regulation: 8.16.2.22F(1)(g)</p> <p><u>Corrective Action Plan</u></p> <p>The center will obtain documentation of first-aid and CPR training and retain on file.</p> <p>Date to be Completed: 02/24/2017</p>	

8.16.2.22 G PERSONNEL HANDBOOK	Compliance
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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></p> <p>On line CPR and/or First Aid Training was used to meet requirements.</p> <p>Regulation: 8.16.2.23B(2)(h)</p> <p><u>Corrective Action Plan</u></p> <p>Obtain CPR/ and/or First Aid training from another source.</p> <p>Date to be Completed: 02/24/2017</p> <p><u>Deficiencies</u></p> <p>Educators did not complete the following training within 3-months: Health and Safety Training</p> <p>Regulation: 8.16.2.23B(2)(b)</p> <p><u>Corrective Action Plan</u></p> <p>All educators, regardless of the number of hours per week, will complete the above listed training.</p> <p>The following staff members need to complete the required training:</p> <p>Date to be Completed: 03/17/2017</p>	Non-compliance

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Personnel & Staffing		
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES		Non-compliance
<p>Deficiencies The center failed to post the capacity for each activity/interest area. 1 out of 1 classrooms failed to post the capacity for each activity/interest area.</p> <p>Regulation: 8.16.2.23 C (2)(b)</p> <p>Corrective Action Plan Each activity/interest area will have a posted capacity, which may vary according to the activity and size of the space, and will not exceed the group size requirement as specified in Paragraph (1) of Subsection C of 8.16.2.23 NMAC</p> <p>Date to be Completed: 02/24/2017</p>		
Services & Care of Children		
8.16.2.24 A GUIDANCE		Compliance
8.16.2.24 B NAPS OR REST PERIOD		Not Inspected
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS		N/A
8.16.2.24 D DIAPERING AND TOILETING		Compliance
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS		Compliance
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, WADING AND WATER		N/A
8.16.2.24 L FIELD TRIPS		Not Inspected
Food Service		
8.16.2.25 B MEALS AND SNACKS		Compliance
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		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
Buildings, Grounds & Safety		
8.16.2.29 A HOUSEKEEPING		Compliance

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Buildings, Grounds & Safety		
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		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.

Franchesca Archuleta
11:00 AM

02/17/2017

Sandra Kinslow

02/17/2017

Surveyor: Franchesca Archuleta	Date	Facility Rep: Sandra Kinslow	Date
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