



Center Name: Imagination Station Preschool			Address: 216 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 Over Age 2: 30 Under Age 2: 0 Night Care: 0 Playground: 33						Census Over 2: 25 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:	07:30 AM	07:30 AM	07:30 AM	07:30 AM	07:30 AM	Closed	Closed	
Closing Times:	05:30 PM	05:30 PM	05:30 PM	05:30 PM	05:30 PM			
# of Classrooms: 2		Purpose: Annual		Date: 08/08/2017		Time: 02:10 PM		
Comments Director was not present, out at a field trip with 10 additional children.								

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	Compliance
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Compliance
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Compliance
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES <u>Deficiencies</u> A person who is knowledgeable in the daily operations, has access to all records and locked areas was not present. Regulation: 8.16.2.17F <u>Corrective Action Plan</u> A person who is knowledgeable in the daily operations, has access to all records and locked areas, and can represent the licensee or director for survey purposes will be present in the child care facility. Date to be Completed: 08/09/2017	Non-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	Non-compliance

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Licensure		
<p><u>Deficiencies</u></p> <p>The center exceeded its license capacity of 33 children. A total of 25 children were observed in care at the center and 10 children were away from the center. All children in care at and away from the center must be included.</p> <p>Regulation: 8.16.2.21B(2)</p> <p><u>Corrective Action Plan</u></p> <p>The center will [] to ensure it operates within the current license capacity.</p> <p>Date to be Completed: 08/09/2017</p>		
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 <p><u>Deficiencies</u></p> <p>There was no record of each child's arrival and/or departure time and dates of attendance initialed by a parent, guardian, or person authorized to pick up the child. Of the 25 children present 24 were signed in. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization.</p> <p>Regulation: 8.16.2.22E(1)(j)</p> <p><u>Corrective Action Plan</u></p> <p>Parents will be advised to sign in and out each child daily and staff will monitor for completion.</p> <p>Date to be Completed: 08/09/2017</p>	Non-compliance	
8.16.2.22 F PERSONNEL RECORDS	Not Inspected	
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	Not Inspected	
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	Compliance	
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE	N/A	

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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	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	Compliance	
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS	Compliance	
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	Compliance	
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Compliance	
8.16.2.29 J PETS	N/A	

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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.



08/08/2017



08/08/2017

Surveyor: Franchesca Archuleta

Date

Facility Rep: Kristina Alvarado

Date