



<b>Center Name:</b> Joanne Jaramillo			<b>Address:</b> 1456 Gutierrez Rd. Bernalillo, NM 87004			<b>Phone:</b> (505)867-1577		
<b>License Number:</b> 69424	<b>Issue Date:</b> 06/13/2016	<b>Expiration Date:</b> 06/12/2017	<b>Type:</b> 2 Star Group Child Care Home			<b>Status:</b> Licensed		
<b>Capacity</b> Over Age 2: 8      Under Age 2: 4      Night Care: 0      Playground: 0						<b>Census</b> Over 2: 7      Under 2: 1		
<b>Days and Hours of Operation</b>								
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	
Opening Times:	06:00 AM	06:00 AM	06:00 AM	06:00 AM	06:00 AM	Closed	Closed	
Closing Times:	06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM			
<b># of Classrooms:</b> 1	<b>Purpose:</b> Annual			<b>Date:</b> 04/11/2017		<b>Time:</b> 11:00 AM		
<b>Comments</b> Left provider updated licensing regulations and background check regulations.								

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:

### Licensure

8.16.2.31 A LICENSING REQUIREMENTS	Not Inspected
8.16.2.31 B CAPACITY OF A HOME	Compliance
8.16.2.31 C INCIDENT REPORTING REQUIREMENTS	Not Inspected

### Administrative Requirements

8.16.2.32 A ADMINISTRATIVE RECORDS	Compliance
8.16.2.32 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.32 C PARENT HANDBOOK	Compliance

<p><b>8.16.2.32 D CHILDREN'S RECORDS</b></p> <p><b><u>Deficiencies</u></b></p> <p>Of the 22 children's records reviewed, 3 is/are missing complete parental/guardian information as follows: home address. See Children's Records 8.16.2.32 form for the child(ren) with missing information.</p> <p><b>Regulation:</b> 8.16.2.32D(1)(b)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>The home will review a child's record to ensure complete information has been obtained before a child is admitted.</p> <p><b>Date to be Completed:</b> 05/11/2017</p>	Non-compliance
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**Center Name:**

Joanne Jaramillo

**License Number:**

69424

**Date:**

04/11/2017

**Administrative Requirements****Deficiencies**

Of the 22 children's records reviewed, 6 is/are missing a list of people authorized to pick up the child and an authorization form signed by the parent or guardian. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization.

**Regulation:** 8.16.2.32D(1)(c)

**Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 05/11/2017

**Deficiencies**

Of the 22 children's records reviewed, 5 is/are missing the date the child first attended the home. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization.

**Regulation:** 8.16.2.32D(1)(d)

**Corrective Action Plan**

The first attendance date will be added.

**Date to be Completed:** 05/11/2017

**Deficiencies**

Of the 22 children's records reviewed, 13 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.32 form for the child(ren) with no immunization/exemption.

**Regulation:** 8.16.2.32D(1)(e)

**Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 05/11/2017

**Deficiencies**

Of the 22 children's records reviewed, 6 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.32 form for the child(ren) with missing information.

**Regulation:** 8.16.2.32 D(2)(a)

**Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 05/11/2017

**Deficiencies**

Of the 22 children's records reviewed, 4 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 8.16.2.32 form for the child(ren) with missing information.

**Regulation:** 8.16.2.32D(2)(b)

**Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 05/11/2017

<b>Center Name:</b> Joanne Jaramillo	<b>License Number:</b> 69424	<b>Date:</b> 04/11/2017
<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b> Of the 22 children's records reviewed, 7 is/are missing the name and telephone number of a physician or emergency medical center authorized by a parent or guardian to contact in case of illness or emergency. See Children's Records 8.16.2.32 form for the child(ren) with missing information. <b>Regulation:</b> 8.16.2.32D(2)(c)</p> <p><b><u>Corrective Action Plan</u></b> The home will review a child's record to ensure complete information has been obtained before a child is admitted. <b>Date to be Completed:</b> 05/11/2017</p> <p><b><u>Deficiencies</u></b> Of the 22 children's records reviewed, 4 is/are missing a document giving the home permission to transport the child in a medical emergency and authorization for medical treatment signed by a parent or guardian. See Children's Records 8.16.2.32 form for the child(ren) with missing information. <b>Regulation:</b> 8.16.2.32D(2)(d)</p> <p><b><u>Corrective Action Plan</u></b> The home will review a child's record to ensure complete information has been obtained before a child is admitted. <b>Date to be Completed:</b> 05/11/2017</p>		
<p><b>8.16.2.32 E PERSONNEL RECORDS</b></p> <p><b><u>Deficiencies</u></b> The home does not have a written plan for ongoing professional development for each staff member, including the director, that is based on the seven areas of competency, consistent with the career lattice, and based on the individual's goals. <b>Regulation:</b> 8.16.2.32E(4)</p> <p><b><u>Corrective Action Plan</u></b> A written plan for employee development will be developed. <b>Date to be Completed:</b> 05/11/2017</p>		Non-compliance
<b>8.16.2.32 F PERSONNEL HANDBOOK</b>		Not Inspected
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS</b>		Compliance
<p><b>8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING</b></p> <p><b><u>Deficiencies</u></b> Educators did not complete the following training within 3-months: CPR Training Primary educator enrolled for CPR/FA 4/15/17 <b>Regulation:</b> 8.16.2.33B(1)</p> <p><b><u>Corrective Action Plan</u></b> All educators, regardless of the number of hours per week, will complete the above listed training. Primary educator enrolled for CPR/FA 4/15/17 <b>Date to be Completed:</b> 04/15/2017</p>		Non-compliance
<b>Services &amp; Care of Children</b>		
<b>8.16.2.34 A GUIDANCE</b>		Non-compliance

<b>Center Name:</b> Joanne Jaramillo	<b>License Number:</b> 69424	<b>Date:</b> 04/11/2017
<b>Services &amp; Care of Children</b>		
<p><b><u>Deficiencies</u></b></p> <p>The home failed to have 2 out of 22 parents sign a form to acknowledge that they have read and understood the policies and procedures outlining the guidance practices.</p> <p><b>Regulation:</b> 8.16.2.34A(1)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>The home will provide to all parents the policies and procedures that outline the guidance practices, parents will also sign a form to acknowledge that they have read and understood these policies and procedures.</p> <p><b>Date to be Completed:</b> 05/04/2017</p>		
8.16.2.34 B NAPS OR REST PERIOD	Compliance	
8.16.2.34 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS	Compliance	
8.16.2.34 D DIAPERING AND TOILETING	Compliance	
8.16.2.34 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	Compliance	
8.16.2.34 F NIGHT CARE	N/A	
8.16.2.34 G PHYSICAL ENVIRONMENT	Compliance	
8.16.2.34 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Compliance	
8.16.2.34 I EQUIPMENT AND PROGRAM	Compliance	
8.16.2.34 J OUTDOOR PLAY	Compliance	
8.16.2.34 K SWIMMING, WADING AND WATER	Not Inspected	
8.16.2.34 L FIELD TRIPS	Not Inspected	
<b>Food Service</b>		
8.16.2.35 B MEALS AND SNACKS	Compliance	
<p>8.16.2.35 C MENUS</p> <p><b><u>Deficiencies</u></b></p> <p>Weekly menus are not dated and posted in an area easily visible to parents .</p> <p><b>Regulation:</b> 8.16.2.35C(1)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>A dated weekly menu will be posted in an area visible to parents . Menus shall be posted at least one week in advance, in a conspicuous place, for review by parents, educators and children.</p> <p><b>Date to be Completed:</b> 05/11/2017</p>	Non-compliance	
8.16.2.35 D KITCHENS	Compliance	
8.16.2.35 E MEAL TIMES	Compliance	
<b>Health &amp; Safety Requirements</b>		
8.16.2.36 A HYGIENE	Compliance	
8.16.2.36 B FIRST AID REQUIREMENTS	Compliance	
8.16.2.36 C MEDICATION	N/A	
8.16.2.36 D ILLNESS AND NOTIFIABLE DISEASES	Compliance	
8.16.2.37 A-G TRANSPORTATION REQUIREMENTS FOR HOMES	Compliance	

<b>Center Name:</b> Joanne Jaramillo	<b>License Number:</b> 69424	<b>Date:</b> 04/11/2017
<b>Buildings, Grounds &amp; Safety</b>		
<b>8.16.2.38 A HOUSEKEEPING</b> <u><b>Deficiencies</b></u> The premises in the bathroom are not safe in that disinfectant wipes were accessible to the children. Corrected on site. <b>Regulation:</b> 8.16.2.38A(1)  <u><b>Corrective Action Plan</b></u> The safety violation will be corrected and a system for routine safety inspection developed. Corrected on site. <b>Date to be Completed:</b> 05/11/2017  <u><b>Deficiencies</b></u> The chairs are not in good repair as evidenced by orange chair in the yard is cracked. <b>Regulation:</b> 8.16.2.38A(1)  <u><b>Corrective Action Plan</b></u> Repairs will be completed and a system for routine inspection of the home and premises will be established. <b>Date to be Completed:</b> 05/11/2017		Non-compliance
<b>8.16.2.38 B PEST CONTROL</b>		Compliance
<b>8.16.2.38 C MECHANICAL SYSTEMS</b>		Compliance
<b>8.16.2.38 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b>		Compliance
<b>8.16.2.38 E EXITS</b>		Compliance
<b>8.16.2.38 F TOILET AND BATHING FACILITIES</b>		Compliance
<b>8.16.2.38 G SAFETY COMPLIANCE</b>		Compliance
<b>8.16.2.38 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>		Compliance
<b>8.16.2.38 I PETS</b>		Compliance

**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.**

*Kia Kennedy*

04/11/2017

*Joanne Jaramillo*

04/11/2017

Surveyor: Kia Kennedy

Date

Facility Rep: Joanne Jaramillo

Date