



### Facility

Name: *Julieta Trejo* License Number: *23111*  
 Address: *72 Crazy Horse Ct., Vado, NM 88072*  
 Phone: *5756402870* Fax: E-mail: *julietatrejo@icloud.com*

### License Information

Type: *2 Star + Group Child Care Home* Status: *Licensed* Issue Date: *11/01/2018* Expiration Date: *02/19/2019*

### Capacity

Over Age 2: *8* Under Age 2: *4* Night Care: *0* Playground: *0*  
 Square Footage: *0*

### Census

Over 2: *2* Under 2: *1*

### Classrooms

Number of Classrooms: *1*

### Days and Hours of Operation

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

### Inspection

Date: *12/12/2018* Time In: *11:55 AM* Time Out: *1:14 PM* Purpose: *Annual*

### Licensure

- 8.16.2.31 A Licensing Requirements *Compliance*
- 8.16.2.31 B Capacity of a Home *Compliance*
- 8.16.2.31 C Incident Reporting Requirements *Compliance*

### Administrative Requirements

- 8.16.2.32 A Administrative Records *Compliance*
- 8.16.2.32 B Mission, Philosophy and Curriculum Statement *Compliance*
- 8.16.2.32 C Parent Handbook *Compliance*
- 8.16.2.32 D Children's Records *Compliance*

**Administrative Requirements (continued)**

8.16.2.32 E Personnel Records	Compliance
8.16.2.32 F Personnel Handbook	Compliance

**Personnel & Staffing**

8.16.2.33 A Personnel and Staffing Requirements	Compliance
8.16.2.33 B Staff Qualifications and Training	<b>Non-compliance</b>

*The home failed to keep a training log on file with clock hours, training certificate, source of training, competency area for 1 out of 2 staff. See Staff Records 8.16.2.32 form for staff who are missing a complete training log.*

*Corrective Action Plan*

*A training log will be completed for each staff that includes the employee's name, date of hire, and position, date of training, clock hours, competency area, source of training, and training certificates.*

Regulation: 8.16.2.33.B.2.

Date to be Completed: 01/11/2019

*Educators did not complete the following training within 3-months: Health and Safety Training*

*Corrective Action Plan*

*All educators, regardless of the number of hours per week, will complete the above listed training.*

Regulation: 8.16.2.33.B.1.

Date to be Completed: 01/11/2019

**Services & Care of Children**

8.16.2.34 A Guidance	<b>Non-compliance</b>
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*The home failed to have 1 out of 2 staff sign a form to acknowledge that they have read and understood the policies and procedures outlining the guidance practices.*

*Corrective Action Plan*

*The home will provide to all staff the policies and procedures that outline the guidance practices, staff will also sign a form to acknowledge that they have read and understood these policies and procedures.*

Regulation: 8.16.2.34.A.1.

Date to be Completed: 01/11/2019

8.16.2.34 B Naps or Rest Period	Not Inspected
8.16.2.34 C Additional Requirements for Infants and Toddlers	Compliance
8.16.2.34 D Diapering and Toileting	Compliance

### Services & Care of Children *(continued)*

8.16.2.34 E Additional Requirements for Children with Special Needs	<i>Not Inspected</i>
8.16.2.34 F Night Care	<i>N/A</i>
8.16.2.34 G Physical Environment	<i>Compliance</i>
8.16.2.34 H Social-Emotional Responsive Environment	<i>Compliance</i>
8.16.2.34 I Equipment and Program	<i>Compliance</i>
8.16.2.34 J Outdoor Play	<i>Compliance</i>
8.16.2.34 K Swimming, Wadding and Water	<i>N/A</i>
8.16.2.34 L Field Trips	<i>Compliance</i>

### Food Service

8.16.2.35 B Meals and Snacks	<i>Compliance</i>
8.16.2.35 C Menus	<i>Compliance</i>
8.16.2.35 D Kitchens	<i>Compliance</i>
8.16.2.35 E Meal Times	<i>Not Inspected</i>

### Health & Safety Requirements

8.16.2.36 A Hygiene	<i>Compliance</i>
8.16.2.36 B First Aid Requirements	<i>Compliance</i>
8.16.2.36 C Medication	<i>N/A</i>
8.16.2.36 D Illness and Notifiable Diseases	<i>Compliance</i>
8.16.2.37 A-G Transportation Requirements for Homes	<b><i>Non-compliance</i></b>

*The vehicle used for transporting children does not have current insurance coverage.*

*Corrective Action Plan  
current insurance will be obtained.*

Regulation: 8.16.2.37.F.

Date to be Completed: 01/11/2019

**Buildings, Grounds & Safety**

**8.16.2.38 A Housekeeping**

**Non-compliance**

*The equipment are not in good repair as evidenced by in playground area red wagon is missing a wheel, in child care area a book shelf has exposed nail heads.*

*Corrective Action Plan*

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

Regulation: 8.16.2.38.A.1.

Date to be Completed: 01/11/2019

*Material dangerous to children, clorox wipes, is accessible to children.*

*Corrective Action Plan*

*Dangerous material will be stored in an area inaccessible to children and away from food.*

**\*\*CORRECTED ON SITE\*\***

Regulation: 8.16.2.38.A.2.

Date to be Completed: 12/12/2018

**8.16.2.38 B Pest Control**

*Compliance*

**8.16.2.38 C Mechanical Systems**

*Compliance*

**8.16.2.38 D Lighting, Lighting Fixtures and Electrical**

*Compliance*

**8.16.2.38 E Exits**

*Compliance*

**8.16.2.38 F Toilet and Bathing Facilities:**

*Compliance*

**8.16.2.38 G Safety Compliance**

**Non-compliance**

*The home failed to conduct a fire drill for the month(s) of October, November.*

*Corrective Action Plan*

*A monthly fire drill will be held and recorded. **\*\*CORRECTED ON SITE, FIRE DRILL CONDUCTED WITH SURVEYOR FOR THE MONTH OF DECEMBER.***

Regulation: 8.16.2.38.G.3.

Date to be Completed: 12/12/2018

*The home failed to conduct an emergency preparedness practice drills for at least once a quarter.*

*Corrective Action Plan*

*A home will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year.*

Regulation: 8.16.2.38.G.3.

Date to be Completed: 01/11/2019

**8.16.2.38 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances**

*Compliance*

**Buildings, Grounds & Safety (continued)**

8.16.2.38 I Pets

Compliance

**Additional Comments**

*Advised provider to retrieve tag for vehicle extinguisher.*

**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.

*Crystal Patton*  
1:14pm

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Surveyor: *Crystal Patton*

*Julieta Trejo*

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Facility Representative: *Julieta Trejo*