

<b>Center Name:</b> KidsZone		<b>Address:</b> 4110 Sabana Grande Blvd. Rio Rancho, NM 87124			<b>Phone:</b> (505)891-6196		
<b>License Number:</b> 153986	<b>Issue Date:</b> 02/7/2017	<b>Expiration Date:</b> 02/6/2018	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	27	Under Age 2:	0	Night Care:	0	Playground:	27
						Over 2:	18
						Under 2:	0
<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:	08:30 AM	08:30 AM	08:30 AM	08:30 AM	08:30 AM	Closed	Closed
Closing Times:	03:30 PM	03:30 PM	03:30 PM	03:30 PM	03:30 PM		
<b># of Classrooms:</b> 2	<b>Purpose:</b> Annual		<b>Date:</b> 12/04/2017		<b>Time:</b> 09:45 AM		
<b>Comments</b>							

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	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	Compliance
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	Non-compliance
<p><b>Deficiencies</b>            The center failed to post classroom capacities, and ratios and <b>group sizes</b> in an area of the room that is easily visible to parents, staff and visitors.  <b>Regulation:</b> 8.16.2.21B(3)(c)</p> <p><b>Corrective Action Plan</b>            The center will post the capacity in an area of the room that is easily visible to parents, staff and visitors.  <b>Date to be Completed:</b> 01/04/2018</p>	
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	Compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES	Compliance
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance

<b>Center Name:</b> KidsZone	<b>License Number:</b> 153986	<b>Date:</b> 12/04/2017
---------------------------------	----------------------------------	----------------------------

**Administrative Requirements**

**Deficiencies**

Of the 12 children's records reviewed, 1 is/are missing the date the child first attended the center. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization.

**Regulation:** 8.16.2.22E(1)(d)

**Corrective Action Plan**

The first attendance date will be added and the center will review all children's records to ensure complete information is on file.

**Date to be Completed:** 01/04/2018

**Deficiencies**

Of the 12 children's records reviewed, 1 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

**Regulation:** 8.16.2.22E(2)(a)

**Corrective Action Plan**

Parents will be advised to review and add missing information. The center will review all records to ensure information regarding allergies and medical conditions is on file.

**Date to be Completed:** 01/04/2018

**Deficiencies**

Of the 12 children's records reviewed, 3 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:** 01/04/2018

**Deficiencies**

Of the 12 children's records reviewed, 1 is/are missing a document giving the center permission to transport the child in a medical emergency and authorization for medical treatment signed by a parent or guardian. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

**Regulation:** 8.16.2.22E(2)(d)

**Corrective Action Plan**

Parents will be advised to review and add missing information. The center will review all children's records to ensure emergency medical transportation and treatment authorization is on file.

**Date to be Completed:** 01/04/2018

<b>8.16.2.22 F PERSONNEL RECORDS</b>	Non-compliance
--------------------------------------	----------------

**Center Name:**

KidsZone

**License Number:**

153986

**Date:**

12/04/2017

### Administrative Requirements

#### **Deficiencies**

From the review of staff records, it was determined that 2 out of 5 staff records does/do not include the staff's position. See Staff Records 8.16.2.22 form for staff with this missing information.

**Regulation:** 8.16.2.22F(1)(b)

#### **Corrective Action Plan**

The center will add the position to the record.

**Date to be Completed:** 01/04/2018

#### **Deficiencies**

From the review of staff records, it was determined that 2 out of 5 staff records do/does not include the staff's current and past duties and responsibilities. See Staff Records 8.16.2.22 form for staff with this missing information.

**Regulation:** 8.16.2.22F(1)(c)

#### **Corrective Action Plan**

The center will add staff's current and past duties and responsibilities to the record.

**Date to be Completed:** 01/04/2018

#### **Deficiencies**

From the review of staff records, it was determined that 2 out of 5 staff records does/do not include dates of hire and termination. See Staff Records 8.16.2.22 form for staff with this missing information.

**Regulation:** 8.16.2.22F(1)(d)

#### **Corrective Action Plan**

The center will add dates of hire and termination to the record.

**Date to be Completed:** 01/04/2018

#### **Deficiencies**

From the review of staff records, it was determined that 2 out of 5 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information.

**Regulation:** 8.16.2.22F(1)(e)

#### **Corrective Action Plan**

The center will obtain documentation of a background check. Background check process initiated today. Program was informed that substitutes could not return to the program until the process has been initiated.

**Date to be Completed:** 12/04/2017

#### **Deficiencies**

The center failed to have 2 out of 5 person(s) providing care to sign an annual statement that they have, or have never had, an arrest or substantiated referral to a child protective services agency. See Staff Records 8.16.2.22 form for staff with this missing information.

**Regulation:** 8.16.2.22F(1)(f)

#### **Corrective Action Plan**

The center will put processes in place to ensure that all care giving staff sign annual statements of non-conviction.

**Date to be Completed:** 12/04/2017

<b>Center Name:</b> KidsZone	<b>License Number:</b> 153986	<b>Date:</b> 12/04/2017
---------------------------------	----------------------------------	----------------------------

**Administrative Requirements**

**Deficiencies**

From the review of staff records, it was determined that 2 out of 5 staff records does/do not include an emergency contact number. See Staff Records 8.16.2.22 form for staff with this missing information.

**Regulation:** 8.16.2.22F(1)(i)

**Corrective Action Plan**

The center will have staff complete required information .

**Date to be Completed:** 01/04/2018

**Deficiencies**

From the review of staff records, it was determined that 2out of 5 staff records does/do not include signed acknowledgement that the personnel handbook had been read and understood. See Staff Records 8.16.2.22 form for staff who need to complete the acknowledgement.

**Regulation:** 8.16.2.22F(1)(o)

**Corrective Action Plan**

The center will have staff complete the required acknowledgement and will retain on file .

**Date to be Completed:** 01/04/2018

**Deficiencies**

From the review of staff records, it was determined that 2 out of 5 staff records does/do not include signed acknowledgement that the center's disaster preparedness plan and fire evacuation plan were reviewed.

**Regulation:** 8.16.2.22F(1)(P)

**Corrective Action Plan**

The center will have staff complete the required acknowledgement and will retain on file.

**Date to be Completed:** 01/04/2018

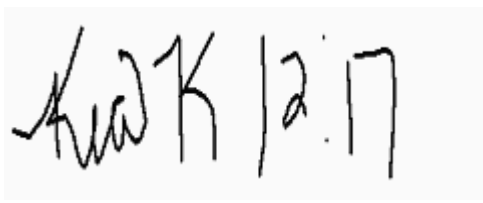
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>	Not Inspected
<b>Personnel &amp; Staffing</b>	
<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Compliance
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>	Compliance
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>	Compliance
<b>Services &amp; Care of Children</b>	
<b>8.16.2.24 A GUIDANCE</b>	Compliance
<b>8.16.2.24 B NAPS OR REST PERIOD</b>	N/A
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>	N/A
<b>8.16.2.24 D DIAPERING AND TOILETING</b>	Compliance
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	Compliance
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>	N/A
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>	Non-compliance

<b>Center Name:</b> KidsZone	<b>License Number:</b> 153986	<b>Date:</b> 12/04/2017
<b>Services &amp; Care of Children</b>		
<p><b><u>Deficiencies</u></b> Materials were not cared for and organized by type and labeled with words and/or pictures where appropriate. The dramatic plat and art containers are not labeled in the Ladybug room <b>Regulation:</b> 8.16.2.24G(6)</p> <p><b><u>Corrective Action Plan</u></b> Materials will be well cared for and organized by type and labeled with words and/or pictures where appropriate. <b>Date to be Completed:</b> 01/04/2018</p>		
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	Compliance	
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>	Compliance	
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>	Compliance	
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>	Not Inspected	
<b>8.16.2.24 L FIELD TRIPS</b>	Not Inspected	
<b>Food Service</b>		
<b>8.16.2.25 B MEALS AND SNACKS</b>	Compliance	
<b>8.16.2.25 C MENUS</b>	Compliance	
<b>8.16.2.25 D KITCHENS</b>	Compliance	
<b>8.16.2.25 E MEAL TIMES</b>	Compliance	
<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.26 A HYGIENE</b>	Compliance	
<p><b>8.16.2.26 B FIRST AID REQUIREMENTS</b></p> <p><b><u>Deficiencies</u></b> The center does not have on duty all educators currently certified in first aid and cardiopulmonary resuscitation (CPR). <b>Regulation:</b> 8.16.2.26B(1)</p> <p><b><u>Corrective Action Plan</u></b> All educators must be certified in first aid and cardiopulmonary resuscitation (CPR). <b>Date to be Completed:</b> 01/04/2018</p> <p><b><u>Deficiencies</u></b> The center's first aid kit does not contain Scissors; Soap. (Butterfly room) <b>Regulation:</b> 8.16.2.26B(2)</p> <p><b><u>Corrective Action Plan</u></b> Missing items will be added to the first-aid kit; staff will be reminded to replace any item used. <b>Date to be Completed:</b> 01/04/2018</p>	Non-compliance	
<b>8.16.2.26 C MEDICATION</b>	N/A	
<b>8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS</b>	Compliance	
<b>8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS</b>	N/A	
<b>Buildings, Grounds &amp; Safety</b>		

<b>Center Name:</b> KidsZone	<b>License Number:</b> 153986	<b>Date:</b> 12/04/2017
<b>Buildings, Grounds &amp; Safety</b>		
<b>8.16.2.29 A HOUSEKEEPING</b> <u><b>Deficiencies</b></u> The Premises are not in good repair as evidenced by the boys restroom urinal was not operabe. <b>Regulation:</b> 8.16.2.29A(1) <u><b>Corrective Action Plan</b></u> Repairs will be completed and a system for routine inspection of the center and premises will be established. <b>Date to be Completed:</b> 01/04/2018 <u><b>Deficiencies</b></u> The Premises are not in good repair as evidenced by one ballast is out in the butterfly room. <b>Regulation:</b> 8.16.2.29A(1) <u><b>Corrective Action Plan</b></u> Repairs will be completed and a system for routine inspection of the center and premises will be established. <b>Date to be Completed:</b> 01/04/2018 <u><b>Deficiencies</b></u> The premises in the girls restroom are not safe in that Lysol was accessible inside of one stall. Corrected on site Lysol was removed. <b>Regulation:</b> 8.16.2.29A(1) <u><b>Corrective Action Plan</b></u> The safety violation will be corrected and a system for routine safety inspection developed. <b>Date to be Completed:</b> 01/04/2018		Non-compliance
<b>8.16.2.29 B PEST CONTROL</b>		Compliance
<b>8.16.2.29 C MECHANICAL SYSTEMS</b>		Compliance
<b>8.16.2.29 D WATER AND WASTE</b>		Compliance
<b>8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b>		Compliance
<b>8.16.2.29 F EXITS AND WINDOWS</b>		Compliance
<b>8.16.2.29 G TOILET AND BATHING FACILITIES</b> <u><b>Deficiencies</b></u> The toilet room for Preschool does not have disposable towels at a height accessible to children. Girls restroom, paper towel dispenser was empty and the paper towel roll placed on top of the dispenser. Corrected on site <b>Regulation:</b> 8.16.2.29G(2) <u><b>Corrective Action Plan</b></u> Supplies/dispensers will be relocated so they are accessible to children. corrected on site. <b>Date to be Completed:</b> 12/04/2017		Non-compliance
<b>8.16.2.29 H SAFETY COMPLIANCE</b>		Non-compliance

<b>Center Name:</b> KidsZone	<b>License Number:</b> 153986	<b>Date:</b> 12/04/2017
<b>Buildings, Grounds &amp; Safety</b>		
<p><b><u>Deficiencies</u></b> The center does not have verification of an annual fire inspection from the fire authority having jurisdiction. Last dated fire inspection 10/2016. <b>Regulation:</b> 8.16.2.29H(3)(e)</p> <p><b><u>Corrective Action Plan</u></b> An annual fire inspection will be requested from the fire authority having jurisdiction over the center. <b>Date to be Completed:</b> 01/04/2018</p>		
<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>		Compliance
<b>8.16.2.29 J PETS</b>		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.**



12/04/2017



12/04/2017

Surveyor: Kia Kennedy	Date	Facility Rep: Peggy Martinez	Date
-----------------------	------	------------------------------	------