

<b>Center Name:</b> Kidz Quest Academy			<b>Address:</b> 1190 Foster Las Cruces, NM 88001			<b>Phone:</b> (575)373-8541																										
<b>License Number:</b> 167014	<b>Issue Date:</b> 06/2/2017	<b>Expiration Date:</b> 08/31/2017	<b>Type:</b> 2 Star Child Care Center			<b>Status:</b> Licensed																										
<b>Capacity</b> Over Age 2: 36    Under Age 2: 6    Night Care: 0    Playground: 33						<b>Census</b> Over 2: 7    Under 2: 3																										
<b>Days and Hours of Operation</b>																																
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;"><u>Monday</u></th> <th style="text-align: center;"><u>Tuesday</u></th> <th style="text-align: center;"><u>Wednesday</u></th> <th style="text-align: center;"><u>Thursday</u></th> <th style="text-align: center;"><u>Friday</u></th> <th style="text-align: center;"><u>Saturday</u></th> <th style="text-align: center;"><u>Sunday</u></th> </tr> </thead> <tbody> <tr> <td style="padding: 2px 5px;">Opening Times:</td> <td style="text-align: center; padding: 2px 5px;">06:30</td> <td style="text-align: center; padding: 2px 5px;">06:30</td> <td style="text-align: center; padding: 2px 5px;">06:30</td> <td style="text-align: center; padding: 2px 5px;">06:30</td> <td style="text-align: center; padding: 2px 5px;">06:30</td> <td style="text-align: center; padding: 2px 5px;">Closed</td> <td style="text-align: center; padding: 2px 5px;">Closed</td> </tr> <tr> <td style="padding: 2px 5px;">Closing Times:</td> <td style="text-align: center; padding: 2px 5px;">06:00 PM</td> <td style="text-align: center; padding: 2px 5px;">06:00 PM</td> <td style="text-align: center; padding: 2px 5px;">06:00 PM</td> <td style="text-align: center; padding: 2px 5px;">06:00 PM</td> <td style="text-align: center; padding: 2px 5px;">06:00 PM</td> <td></td> <td></td> </tr> </tbody> </table>										<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	06:30	06:30	06:30	06:30	Closed	Closed	Closing Times:	06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
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<b># of Classrooms:</b> 7		<b>Purpose:</b> Complaint		<b>Date:</b> 10/04/2017		<b>Time:</b> 10:45 AM																										
<b>Comments</b> Citation to complaint.																																


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	N/A
8.16.2.11 B RENEWAL OF LICENSE	N/A
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	N/A
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	N/A
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	N/A
8.16.2.18 D COMPLAINTS	N/A
8.16.2.21 A LICENSING REQUIREMENTS	N/A
8.16.2.21 B CAPACITY OF CENTERS	N/A
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	N/A
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	N/A
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	N/A
8.16.2.22 C POLICY AND PROCEDURES	N/A
8.16.2.22 D FAMILY HANDBOOK	N/A
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance

<b>Center Name:</b> Kidz Quest Academy	<b>License Number:</b> 167014	<b>Date:</b> 10/04/2017
<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b></p> <p>Of the 1 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. Although the facility did have the allergies and medical conditions on file, the facility failed to follow the food allergy written on the enrollment form.</p> <p><b>Regulation:</b> 8.16.2.22E(2)(a)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>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.</p> <p><b>Date to be Completed:</b> 11/04/2017</p>		
<b>8.16.2.22 F PERSONNEL RECORDS</b>	N/A	
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>	N/A	
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>	N/A	
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>	N/A	
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>	N/A	
<b>Services &amp; Care of Children</b>		
<b>8.16.2.24 A GUIDANCE</b>	N/A	
<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>	N/A	
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	N/A	
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>	N/A	
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>	N/A	
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	N/A	
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>	N/A	
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>	N/A	
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>	N/A	
<b>8.16.2.24 L FIELD TRIPS</b>	N/A	
<b>Food Service</b>		
<b>8.16.2.25 B MEALS AND SNACKS</b>	N/A	
<b>8.16.2.25 C MENUS</b>	N/A	
<b>8.16.2.25 D KITCHENS</b>	N/A	
<b>8.16.2.25 E MEAL TIMES</b>	N/A	
<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.26 A HYGIENE</b>	N/A	

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<b>Health &amp; Safety Requirements</b>		
8.16.2.26 B FIRST AID REQUIREMENTS	N/A	
8.16.2.26 C MEDICATION	N/A	
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS	N/A	
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS	N/A	
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING	N/A	
8.16.2.29 B PEST CONTROL	N/A	
8.16.2.29 C MECHANICAL SYSTEMS	N/A	
8.16.2.29 D WATER AND WASTE	N/A	
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL	N/A	
8.16.2.29 F EXITS AND WINDOWS	N/A	
8.16.2.29 G TOILET AND BATHING FACILITIES	N/A	
8.16.2.29 H SAFETY COMPLIANCE	N/A	
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	N/A	
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.**

 10/04/2017	 10/04/2017		
Surveyor: Steven Wells	Date	Facility Rep: Teresa Cardenas	Date