

<b>Center Name:</b> La Casita Pre School		<b>Address:</b> 438 Alamo Dr. Santa Fe, NM 87501			<b>Phone:</b> (505)983-2803		
<b>License Number:</b> 11168	<b>Issue Date:</b> 01/1/2017	<b>Expiration Date:</b> 12/31/2017	<b>Type:</b> 5 Star FOCUS Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	25	Under Age 2:	0	Night Care:	0	Playground:	24
		Over 2:	0			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:	05:30 PM	05:30 PM	05:30 PM	05:30 PM	05:30 PM		
<b># of Classrooms:</b> 2	<b>Purpose:</b> Amended		<b>Date:</b> 01/19/2017		<b>Time:</b> 09:44 AM		
<b>Comments</b> Several deficiencies from annual survey conducted on 10/14/2016 were corrected. As of 01/19/2017 the center still needs to send in corrections.							

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	Not Inspected
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	Not Inspected
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected

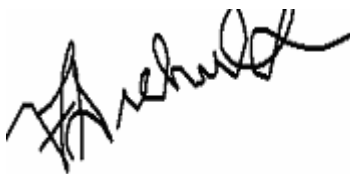
### Administrative Requirements

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	Not Inspected
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Compliance
8.16.2.22 F PERSONNEL RECORDS	Non-compliance

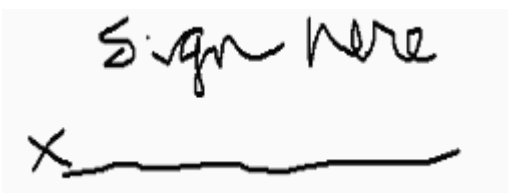
<b>Center Name:</b> La Casita Pre School	<b>License Number:</b> 11168	<b>Date:</b> 01/19/2017
<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b> From the review of staff records, it was determined that 2 out of 4 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information. <b>Regulation:</b> 8.16.2.22F(1)(e)</p> <p><b><u>Corrective Action Plan</u></b> The center will obtain documentation of a background check. <b>Date to be Completed:</b> 01/18/2017</p>		
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>		Not Inspected
<b>Personnel &amp; Staffing</b>		
<p><b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b></p> <p><b><u>Deficiencies</u></b> The center does not have a minimum of two staff members present from 8:00 am to 12:00pm. <b>Regulation:</b> 8.16.2.23A(10)</p> <p><b><u>Corrective Action Plan</u></b> Staff schedules will be revised to ensure at least two staff members are on site at all times . <b>Date to be Completed:</b> 01/18/2017</p>		Non-compliance
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>		Not Inspected
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>		Not Inspected
<b>Services &amp; Care of Children</b>		
<b>8.16.2.24 A GUIDANCE</b>		Not Inspected
<b>8.16.2.24 B NAPS OR REST PERIOD</b>		Not Inspected
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>		Not Inspected
<b>8.16.2.24 D DIAPERING AND TOILETING</b>		Not Inspected
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>		Not Inspected
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>		Not Inspected
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>		Not Inspected
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>		Not Inspected
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>		Not Inspected
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>		Not Inspected
<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>		Not Inspected
<b>8.16.2.25 C MENUS</b>		Not Inspected
<b>8.16.2.25 D KITCHENS</b>		Compliance

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<b>Food Service</b>		
8.16.2.25 E MEAL TIMES		Not Inspected
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE		Not Inspected
8.16.2.26 B FIRST AID REQUIREMENTS		Not Inspected
8.16.2.26 C MEDICATION		Not Inspected
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Not Inspected
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING		Not Inspected
8.16.2.29 B PEST CONTROL		Not Inspected
8.16.2.29 C MECHANICAL SYSTEMS		Not Inspected
8.16.2.29 D WATER AND WASTE		Not Inspected
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Compliance
8.16.2.29 F EXITS AND WINDOWS		Not Inspected
8.16.2.29 G TOILET AND BATHING FACILITIES		Not Inspected
8.16.2.29 H SAFETY COMPLIANCE		Compliance
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Not Inspected
8.16.2.29 J PETS		Not Inspected

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.



01/19/2017



01/19/2017

Surveyor: Franchesca Archuleta	Date	Facility Rep: Helen McDonald	Date
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