

Center Name: Leticia Chavez		Address: 2121 Via Tesoro Las Cruces, NM 88001			Phone: (575)571-4060			
License Number: 76591	Issue Date: 10/2/2016	Expiration Date: 10/1/2017	Type: 2 Star Family Child Care Home		Status: Licensed			
Capacity					Census			
Over Age 2:	4	Under Age 2:	2	Night Care:	0	Playground:	0	
					Over 2:	4	Under 2:	1
Days and Hours of Operation								
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	
Opening Times:	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	
Closing Times:	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	
# of Classrooms: 1	Purpose: Annual		Date: 09/12/2017		Time: 03:36 PM			
Comments Copy of new regulations was given to provider. Provider was advised that Fire extinguisher expires at the end of this month.								

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	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	Not Inspected
8.16.2.32 C PARENT HANDBOOK <u>Deficiencies</u> The home's policies and procedures regarding the following need to be included: policies and procedures for expulsion of children. Regulation: 8.16.2.32C(1)(2) <u>Corrective Action Plan</u> A parent handbook with required general information and policies and procedures will be completed and distributed. Date to be Completed: 10/12/2017	Non-compliance
8.16.2.32 D CHILDREN'S RECORDS	Non-compliance

Center Name:

Leticia Chavez

License Number:

76591

Date:

09/12/2017

Administrative Requirements

Deficiencies

Of the 10 children's records reviewed, 1 is/are missing complete parental/guardian information as follows: name and contact information. See Children's Records 8.16.2.32 form for the child(ren) with missing information.

Regulation: 8.16.2.32D(1)(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: 10/12/2017

Deficiencies

Of the 10 children's records reviewed, 1 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: 10/12/2017

Deficiencies

Of the 10 children's records reviewed, 1 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: 10/12/2017

Deficiencies

Of the 10 children's records reviewed, 2 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: 10/12/2017

Deficiencies

Of the 10 children's records reviewed, 2 is/are missing an enrollment agreement form signed by the parent or guardian with an outline of services and costs. See the Children's Records 8.16.2.32 form for the child(ren) with missing information.

Regulation: 8.16.2.32D(1)(j)

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: 10/12/2017

Center Name: Leticia Chavez	License Number: 76591	Date: 09/12/2017
Administrative Requirements		
8.16.2.32 E PERSONNEL RECORDS <u>Deficiencies</u> The home does not have documentation of a background check for person(s) over 18 years of age and older living in the home. Regulation: 8.16.2.32E(1) <u>Corrective Action Plan</u> Documentation of a background check and employment history verification for all staff members and all adults living in the home. A background check must be conducted at least once every five years on all required individuals. Date to be Completed: 09/13/2017	Non-compliance	
8.16.2.32 F PERSONNEL HANDBOOK	N/A	
Personnel & Staffing		
8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING <u>Deficiencies</u> The home does not have on duty at all times all educators certified in first aid and cardiopulmonary resuscitation (CPR). Expired 9-1-17. Regulation: 8.16.2.33B(6) <u>Corrective Action Plan</u> A home must have all educators certified in first aid and cardio-pulmonary resuscitation (CPR). Date to be Completed: 10/12/2017 <u>Deficiencies</u> Educators did not complete the following training within 3-months: Health and Safety Training Regulation: 8.16.2.33B(1) <u>Corrective Action Plan</u> All educators, regardless of the number of hours per week, will complete the above listed training. Date to be Completed: 10/12/2017	Non-compliance	
Services & Care of Children		
8.16.2.34 A GUIDANCE	Compliance	
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	N/A	
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	Non-compliance	

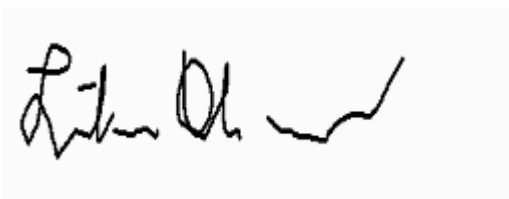
Center Name: Leticia Chavez	License Number: 76591	Date: 09/12/2017
Services & Care of Children		
<p><u>Deficiencies</u> Toys and other materials provided for children are not developmentally appropriate as evidenced by movies found within the childcare area are Rated above G. Regulation: 8.16.2.34(5)</p> <p><u>Corrective Action Plan</u> The use of toys and materials that are not developmentally appropriate will be discontinued. Date to be Completed: 10/12/2017</p>		
8.16.2.34 J OUTDOOR PLAY		Compliance
8.16.2.34 K SWIMMING, WADING AND WATER		N/A
8.16.2.34 L FIELD TRIPS		Compliance
Food Service		
8.16.2.35 B MEALS AND SNACKS		Compliance
8.16.2.35 C MENUS		Compliance
8.16.2.35 D KITCHENS		Compliance
8.16.2.35 E MEAL TIMES		Compliance
Health & Safety Requirements		
8.16.2.36 A HYGIENE		Compliance
8.16.2.36 B FIRST AID REQUIREMENTS		Compliance
8.16.2.36 C MEDICATION		Compliance
8.16.2.36 D ILLNESS AND NOTIFIABLE DISEASES		Compliance
8.16.2.37 A-G TRANSPORTATION REQUIREMENTS FOR HOMES		N/A
Buildings, Grounds & Safety		
8.16.2.38 A HOUSEKEEPING		Compliance
8.16.2.38 B PEST CONTROL		Compliance
8.16.2.38 C MECHANICAL SYSTEMS		Non-compliance
<p><u>Deficiencies</u> A door used for ventilation in the child care area does not have a screen . Regulation: 8.16.2.38C(4)</p> <p><u>Corrective Action Plan</u> Windows and doors used for ventilation will be properly screened. CORRECTED ON SITE. Date to be Completed: 09/12/2017</p>		
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		Compliance
8.16.2.38 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Compliance
8.16.2.38 I PETS		N/A

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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.



09/12/2017



09/12/2017

Surveyor:Crystal Estrada	Date	Facility Rep:Leticia Chavez	Date
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