



**Facility**

**Name:** *Little Creations* **License Number:** *115262*  
**Address:** *919 N. Riverside Drive, Espanola, NM 87532*  
**Phone:** *5057473574* **Fax:**  **E-mail:**

**License Information**

**Type:** *2 Star Child Care Center* **Status:** *Licensed* **Issue Date:** *07/24/2018* **Expiration Date:** *07/23/2019*

**Capacity**

**Over Age 2:** *77* **Under Age 2:** *12* **Night Care:** *0* **Playground:** *0*  
**Square Footage:** *0*

**Census**

**Over 2:** *29* **Under 2:** *3*

**Classrooms**

**Number of Classrooms:** *4*

**Days and Hours of Operation**

<b>Monday</b> <i>7:00 AM - 6:00 PM</i>	<b>Tuesday</b> <i>7:00 AM - 6:00 PM</i>	<b>Wednesday</b> <i>7:00 AM - 6:00 PM</i>	<b>Thursday</b> <i>7:00 AM - 6:00 PM</i>	<b>Friday</b> <i>7:00 AM - 6:00 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

**Date:** *12/20/2018* **Time In:** *1:00 PM* **Time Out:** *2:00 PM* **Purpose:** *Semi-annual*

**Licensing:**

- 8.16.2.11 A Types of Licenses *Compliance*
- 8.16.2.11 B Renewal of License *Compliance*
- 8.16.2.11 D Non-transferable Restrictions of License *Compliance*

**Licensing Actions and Administrative Appeals:**

- 8.16.2.12 A, K, M Licensing Actions and Administrative Appeals *Compliance*

**Surveys for Child Care Facilities:**

8.16.2.17 E, F Surveys for Child Care Facilities

Compliance

**Complaints:**

8.16.2.18 D Complaints

Compliance

**Licensure Requirements for Centers:**

8.16.2.21 A Licensing Requirements

Compliance

8.16.2.21 B Capacity of Centers

Compliance

8.16.2.21 B (3)c Capacity of Centers

Compliance

8.16.2.21 C Incident Reporting Requirements

Compliance

**Administrative Requirements for Centers:**

8.16.2.22 A Administrative Records

**Non-compliance**

Admin/Licensure

8.16.2.22.A.:Administrative Records: A licensee will display in a prominent place that is readily visible to parents, staff and visitors:

**Finding**

**Deadline: 01/19/2019**

The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent fire inspection report.

*Corrective Action Plan*

The center will post the missing item.

8.16.2.22 B Mission, Philosophy and Curriculum Statement

Compliance

8.16.2.22 C Policy and Procedures

Compliance

8.16.2.22 D Family Handbook

Compliance

8.16.2.22 E Children's Records

Compliance

8.16.2.22 F Personnel Records

**Non-compliance**

Personnel

8.16.2.22.F.1.e.:documentation of a background check and employment history verification; if background check is in process then documentation showing that it is in process, such as a submission receipt, shall be placed in file. A background check must be conducted at least once every five (5) years on all required individuals;

Personnel (continued)

**Finding**

**Deadline: 12/21/2018**

*From the review of staff records, it was determined that 3 out of 1 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information. Educator did not have a updated Back ground check.*

*Corrective Action Plan*

*The center will obtain documentation of a background check.*

8.16.2.22.F.1.f.:an annual signed statement that the staff member would or would not be disqualified as a direct provider of care under the most current version of the Background Checks and Employment History Verification provisions pursuant to 8.8.3 NMAC;

**Finding**

**Deadline: 01/19/2019**

*The center failed to have 3 out of 1 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.*

*Corrective Action Plan*

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

8.16.2.22 G Personnel Handbook

Compliance

**Personnel and Staffing Requirements for Centers:**

8.16.2.23 A Personnel and Staffing Requirements

Compliance

8.16.2.23 B Staff Qualifications and Training

Compliance

8.16.2.23 C Staff/Child Ratios and Group Sizes

Compliance

**Services and Care of Children in Centers:**

8.16.2.24 A Guidance

Compliance

8.16.2.24 A1 Guidance

Compliance

8.16.2.24 B Naps or Rest Period

Compliance

8.16.2.24 C Additional Requirements for Infants and Toddlers

Compliance

8.16.2.24 D Diapering and Toileting

Compliance

8.16.2.24 E Additional Requirements for Children with Special Needs

Compliance

8.16.2.24 F Additional Requirements for Night Care

N/A

8.16.2.24 G Physical Environment

Compliance

### Services and Care of Children in Centers: *(continued)*

8.16.2.24 H Social-Emotional Responsive Environment	Compliance
8.16.2.24 I Equipment and Program	Compliance
8.16.2.24 J Outdoor Play Areas	Compliance
8.16.2.24 K Swimming, Wading and Water	Not Inspected
8.16.2.24 L Field Trips	Compliance

### Food Service Requirements for Centers:

8.16.2.25 A Meal Pattern Requirements	Compliance
8.16.2.25 B Meals and Snacks	Compliance
8.16.2.25 B3 Meals and Snacks	Compliance
8.16.2.25 C Menus	Compliance
8.16.2.25 D Kitchens	Compliance
8.16.2.25 E Meal Times	Compliance

### Health and Safety Requirements for Centers:

8.16.2.26 A Hygiene	Compliance
8.16.2.26 B First Aid Requirements	Compliance
8.16.2.26 C Medication	Compliance

### Illness Requirements for Centers:

8.16.2.27 A-D Illness Requirements for Centers	Compliance
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### Transportation Requirements for Centers:

8.16.2.28 A-H Transportation Requirements for Centers	N/A
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### Building, Ground and Safety Requirements for Centers:

8.16.2.29 A Housekeeping	<b>Non-compliance</b>
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#### Outdoor Play

8.16.2.29.A.1.:A center will keep the premises, including furniture, fixtures, floors, drinking fountains, toys and equipment clean, safe, and in good repair. The center and premises will be free of debris and potential hazards.

Outdoor Play (continued)

**Finding**

**Deadline:** 01/19/2019

*The Toys are not in good repair as evidenced by broken toys were found in the playground.*

*Corrective Action Plan*

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

8.16.2.29 B Pest Control	Compliance
8.16.2.29 C Mechanical Systems	Compliance
8.16.2.29 D Water and Waste	Compliance
8.16.2.29 E Lighting, Lighting Fixtures and Electrical	Compliance
8.16.2.29 F Exits and Windows	Compliance
8.16.2.29 G Toilet and Bathing Facilities	Compliance
8.16.2.29 H Safety Compliance	Compliance
8.16.2.29 H3(f)(i)(k) Safety Compliance	Compliance
8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	Compliance
8.16.2.29 J Pets	N/A

**Additional Comments**

None

**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.



Surveyor: *Dion Ortega*



Facility Representative: *Victoria Garcia*