

|  |                                  |   |   |                 |                                |                 |               |
|--|----------------------------------|---|---|-----------------|--------------------------------|-----------------|---------------|
| <b>Center Name:</b><br>Marlene Ortiz                           |                                  | <b>Address:</b><br>3563 Placita Real Loop<br>Santa Fe, NM 87507 |   |                 | <b>Phone:</b><br>(505)316-6251 |                 |               |
| <b>License Number:</b><br>151398                               | <b>Issue Date:</b><br>03/15/2017 | <b>Expiration Date:</b><br>03/14/2018                           | <b>Type:</b><br>2 Star Family Child Care Home |                 | <b>Status:</b><br>Licensed     |                 |               |
| <b>Capacity</b>  |                                  |   |   |                 | <b>Census</b>                  |                 |               |
| Over Age 2:  | 4                                | Under Age 2:  | 2   | Night Care:     | 0                              | Playground:     | 0             |
|  |                                  | 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:   | 07:30 AM                         | 07:30 AM  | 07:30 AM                                      | 07:30 AM        | 07:30 AM                       | Closed          | Closed        |
| Closing Times:   | 05:30 PM                         | 05:30 PM  | 05:30 PM                                      | 05:30 PM        | 05:30 PM                       |                 |               |
| <b># of Classrooms:</b><br>1                                   | <b>Purpose:</b><br>Follow-up     |   | <b>Date:</b><br>08/22/2017                    |                 | <b>Time:</b><br>12:20 PM       |                 |               |
| <b>Comments</b><br>Several Deficiencies were left uncorrected. |                                  |   |   |                 |                                |                 |               |

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:

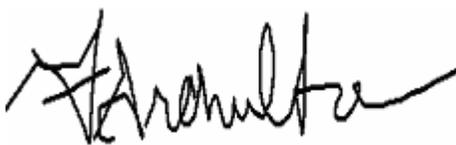
| Licensure  |                |
|--|----------------|
| <b>8.16.2.31 A LICENSING REQUIREMENTS</b>  | Not Inspected  |
| <b>8.16.2.31 B CAPACITY OF A HOME</b>  | Not Inspected  |
| <b>8.16.2.31 C INCIDENT REPORTING REQUIREMENTS</b>   | Not Inspected  |
| Administrative Requirements  |                |
| <b>8.16.2.32 A ADMINISTRATIVE RECORDS</b>  | Not Inspected  |
| <b>8.16.2.32 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT</b>  | Not Inspected  |
| <b>8.16.2.32 C PARENT HANDBOOK</b>   | Not Inspected  |
| <b>8.16.2.32 D CHILDREN'S RECORDS</b><br><br><u>Deficiencies</u><br>Of the 5 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.<br><b>Regulation:</b> 8.16.2.32D(1)(d)<br><br><u>Corrective Action Plan</u><br>The first attendance date will be added.<br><b>Date to be Completed:</b> 08/22/2017<br><br><u>Deficiencies</u><br>Of the 5 children's records reviewed, 1 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.<br><b>Regulation:</b> 8.16.2.32D(1)(e)<br><br><u>Corrective Action Plan</u><br>The home will review a child's record to ensure complete information has been obtained before a child is admitted.<br><b>Date to be Completed:</b> 08/22/2017 | Non-compliance |
| <b>8.16.2.32 E PERSONNEL RECORDS</b>   | Compliance     |

|   |                                  |                            |
|---|----------------------------------|----------------------------|
| <b>Center Name:</b><br>Marlene Ortiz  | <b>License Number:</b><br>151398 | <b>Date:</b><br>08/22/2017 |
| <b>Administrative Requirements</b>  |                                  |                            |
| 8.16.2.32 F PERSONNEL HANDBOOK  |                                  | Not Inspected              |
| <b>Personnel &amp; Staffing</b>   |                                  |                            |
| 8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS   |                                  | Not Inspected              |
| 8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING   |                                  | Compliance                 |
| <b>Services &amp; Care of Children</b>  |                                  |                            |
| 8.16.2.34 A GUIDANCE  |                                  | Not Inspected              |
| 8.16.2.34 B NAPS OR REST PERIOD   |                                  | Not Inspected              |
| 8.16.2.34 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS  |                                  | Not Inspected              |
| 8.16.2.34 D DIAPERING AND TOILETING   |                                  | Not Inspected              |
| 8.16.2.34 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS   |                                  | Not Inspected              |
| 8.16.2.34 F NIGHT CARE  |                                  | N/A                        |
| 8.16.2.34 G PHYSICAL ENVIRONMENT  |                                  | Not Inspected              |
| 8.16.2.34 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT   |                                  | Not Inspected              |
| 8.16.2.34 I EQUIPMENT AND PROGRAM   |                                  | Not Inspected              |
| 8.16.2.34 J OUTDOOR PLAY  |                                  | Not Inspected              |
| 8.16.2.34 K SWIMMING, WADING AND WATER  |                                  | N/A                        |
| 8.16.2.34 L FIELD TRIPS   |                                  | Not Inspected              |
| <b>Food Service</b>   |                                  |                            |
| 8.16.2.35 B MEALS AND SNACKS  |                                  | Not Inspected              |
| 8.16.2.35 C MENUS<br><b>Deficiencies</b><br>Weekly menus are not dated and posted in an area easily visible to parents .<br><b>Regulation:</b> 8.16.2.35C(1)<br><b>Corrective Action Plan</b><br>A dated weekly menu will be posted in an area visible to parents . Menus shall be posted at least one week in advance, in a conspicuous place, for review by parents, educators and children.<br><b>Date to be Completed:</b> 08/22/2017 |                                  | Non-compliance             |
| 8.16.2.35 D KITCHENS  |                                  | Not Inspected              |
| 8.16.2.35 E MEAL TIMES  |                                  | Not Inspected              |
| <b>Health &amp; Safety Requirements</b>   |                                  |                            |
| 8.16.2.36 A HYGIENE   |                                  | Not Inspected              |
| 8.16.2.36 B FIRST AID REQUIREMENTS  |                                  | Not Inspected              |
| 8.16.2.36 C MEDICATION  |                                  | Not Inspected              |
| 8.16.2.36 D ILLNESS AND NOTIFIABLE DISEASES   |                                  | Not Inspected              |
| 8.16.2.37 A-G TRANSPORTATION REQUIREMENTS FOR HOMES   |                                  | N/A                        |

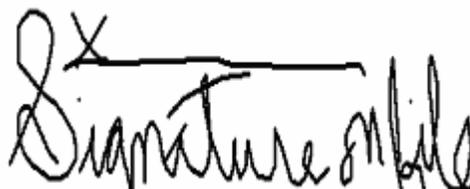
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| <b>Center Name:</b><br>Marlene Ortiz  | <b>License Number:</b><br>151398 | <b>Date:</b><br>08/22/2017 |
| <b>Buildings, Grounds &amp; Safety</b>  |                                  |                            |
| <b>8.16.2.38 A HOUSEKEEPING</b><br><u><b>Deficiencies</b></u><br>Debris was observed in the home.<br><b>Regulation:</b> 8.16.2.38A(1)<br><br><u><b>Corrective Action Plan</b></u><br>The home and premises will be kept free of debris.<br><b>Date to be Completed:</b> 08/22/2017<br><br><u><b>Deficiencies</b></u><br>The home has a heavy accumulation of art & cleaning supplies, papers.<br><b>Regulation:</b> 8.16.2.38A(1)<br><br><u><b>Corrective Action Plan</b></u><br>A routine will be established to assess all areas of the premises for cleanliness , safety and potential hazards.<br><b>Date to be Completed:</b> 08/22/2017 |                                  | Non-compliance             |
| <b>8.16.2.38 B PEST CONTROL</b>   |                                  | Not Inspected              |
| <b>8.16.2.38 C MECHANICAL SYSTEMS</b>   |                                  | Not Inspected              |
| <b>8.16.2.38 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b><br><u><b>Deficiencies</b></u><br>Electrical outlets within reach of children in the home are not safety outlets and they do not have protective covers.<br><b>Regulation:</b> 8.16.2.38D(2)<br><br><u><b>Corrective Action Plan</b></u><br>Protective covers will be added.<br><b>Date to be Completed:</b> 08/22/2017  |                                  | Non-compliance             |
| <b>8.16.2.38 E EXITS</b>  |                                  | Not Inspected              |
| <b>8.16.2.38 F TOILET AND BATHING FACILITIES</b>  |                                  | Not Inspected              |
| <b>8.16.2.38 G SAFETY COMPLIANCE</b>  |                                  | Not Inspected              |
| <b>8.16.2.38 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>  |                                  | Not Inspected              |
| <b>8.16.2.38 I PETS</b><br><u><b>Deficiencies</b></u><br>The home does not have a record of inoculations for a pet dog; cat in the home.<br><b>Regulation:</b> 8.16.2.38I(2)<br><br><u><b>Corrective Action Plan</b></u><br>An inoculation record will be obtained and kept on file for future review.<br><b>Date to be Completed:</b> 08/22/2017   |                                  | Non-compliance             |

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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.



08/22/2017



08/22/2017

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|--------------------------------|------|-----------------------------|------|
| Surveyor: Franchesca Archuleta | Date | Facility Rep: Marlene Ortiz | Date |
|--------------------------------|------|-----------------------------|------|