

Center Name: Melissa George		Address: 120 Raven Dr. Clovis, NM 88101			Phone: (575)791-2940		
License Number: 166657	Issue Date: 01/1/2018	Expiration Date: 04/3/2018	Type: 2 Star + Group Child Care Home		Status: Licensed		
Capacity					Census		
Over Age 2:	4	Under Age 2:	2	Night Care:	0	Playground:	0
		Over 2:	2	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:	07:00	07:00	07:00	07:00	07:00	Closed	Closed
Closing Times:	08:00 P	08:00 P	08:00 P	08:00 P	08:00 P		
# of Classrooms: 2	Purpose: Annual		Date: 01/23/2018		Time: 09:00 AM		
Comments Melissa was not available she has traveled to California to her mothers funeral.							

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	Not Inspected

Administrative Requirements

8.16.2.32 A ADMINISTRATIVE RECORDS	Compliance
8.16.2.32 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Compliance
8.16.2.32 C PARENT HANDBOOK	Compliance

<p>8.16.2.32 D CHILDREN'S RECORDS</p> <p><u>Deficiencies</u> Of the children's records reviewed, 1 is/are missing complete parental/guardian information as follows: 1. See Children's Records 8.16.2.32 form for the child(ren) with missing information.</p> <p>Regulation: 8.16.2.32D(1)(b)</p> <p><u>Corrective Action Plan</u> The home will review a child's record to ensure complete information has been obtained before a child is admitted.</p> <p>Date to be Completed: 02/23/2018</p>	Non-compliance
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Center Name:

Melissa George

License Number:

166657

Date:

01/23/2018

Administrative Requirements

Deficiencies

Of the 9 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: 02/23/2018

Deficiencies

Of the 9 children's records reviewed, 9 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: 02/23/2018

Deficiencies

Of the 9 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. The Department of Health has not approved the Certificate of 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. The home will ensure that the Certificate of Exemption is DOH approved.

Date to be Completed: 02/23/2018

Deficiencies

Of the 9 children's records reviewed, 1 is/are missing written authorization, containing field trip destination, date and time of field trip and expected return time, from the child's parent or guardian to remove the child from the premises to participate in off-site activities. 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)(g)

Corrective Action Plan

Written permission from the child's parent or guardian will be obtained prior to taking the child off site.

Date to be Completed: 02/23/2018

Center Name:

Melissa George

License Number:

166657

Date:

01/23/2018

Administrative Requirements

Deficiencies

Of the 9 children's records reviewed, 1 is/are missing a signed acknowledgement that the parent or guardian has read and understands the parent handbook. See the Children's Records 8.16.2.32 form for the child(ren) with missing information.

Regulation: 8.16.2.32D(1)(k)

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: 02/23/2018

Deficiencies

Of the 9 children's records reviewed, 1 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.32form for the child(ren) with missing information.

Regulation: 8.16.2.32 D(2)(a)

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: 02/23/2018

Deficiencies

Of the 9 children's records reviewed, 1 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.32form for the child(ren) with missing information.

Regulation: 8.16.2.32D(2)(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: 02/23/2018

Deficiencies

Of the 9 children's records reviewed, 1 is/are missing the name and telephone number of a physician or emergency medical center authorized by a parent or guardian to contact in case of illness or emergency. See Children's Records 8.16.2.32 form for the child(ren) with missing information.

Regulation: 8.16.2.32D(2)(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: 02/23/2018

Center Name: Melissa George	License Number: 166657	Date: 01/23/2018
Administrative Requirements		
<p><u>Deficiencies</u> Of the 9 children's records reviewed, 1 is/are missing a document giving the home permission to transport the child in a medical emergency and authorization for medical treatment signed by a parent or guardian. See Children's Records 8.16.2.32 form for the child(ren) with missing information. Regulation: 8.16.2.32D(2)(d)</p> <p><u>Corrective Action Plan</u> The home will review a child's record to ensure complete information has been obtained before a child is admitted. Date to be Completed: 02/23/2018</p>		
8.16.2.32 E PERSONNEL RECORDS		Compliance
8.16.2.32 F PERSONNEL HANDBOOK		Compliance
Personnel & Staffing		
8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS		Compliance
8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING		Compliance
Services & Care of Children		
8.16.2.34 A GUIDANCE		Compliance
8.16.2.34 B NAPS OR REST PERIOD		Not Inspected
8.16.2.34 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS		Compliance
<p>8.16.2.34 D DIAPERING AND TOILETING</p> <p><u>Deficiencies</u> A staff member did not wear non-porous, single-use gloves when changing a diaper; wash their hands after changing a diaper. Regulation: 8.16.2.34D(2)</p> <p><u>Corrective Action Plan</u> Diaper changing requirements will be reviewed to ensure diapering is sanitary. Date to be Completed: 02/23/2018</p> <p><u>Deficiencies</u> The diaper changing surface is not disinfected after use. Regulation: 8.16.2.34D(4)</p> <p><u>Corrective Action Plan</u> Cleaning and disinfecting procedures will be completed. Date to be Completed: 02/23/2018</p>		Non-compliance
8.16.2.34 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS		Not Inspected
8.16.2.34 F NIGHT CARE		Not Inspected
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		Compliance
8.16.2.34 J OUTDOOR PLAY		Compliance
8.16.2.34 K SWIMMING, WADING AND WATER		Not Inspected

Center Name: Melissa George	License Number: 166657	Date: 01/23/2018
Services & Care of Children		
8.16.2.34 L FIELD TRIPS		Not Inspected
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		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
Buildings, Grounds & Safety		
8.16.2.38 A HOUSEKEEPING		Compliance
8.16.2.38 B PEST CONTROL		Not Inspected
8.16.2.38 C MECHANICAL SYSTEMS		Compliance
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

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.

Susie Aragon 10:45

01/23/2018

Laura L. Mastny

01/23/2018

Surveyor: Susie Aragon

Date

Facility Rep: Melissa George

Date