

<b>Center Name:</b> Merlinda Franco		<b>Address:</b> 801 W. 8th St. Roswell, NM 88201			<b>Phone:</b> (575)914-1173		
<b>License Number:</b> 83501	<b>Issue Date:</b> 06/24/2017	<b>Expiration Date:</b> 03/24/2018	<b>Type:</b> 2 Star Family Child Care Home		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	6	Under Age 2:	0	Night Care:	0	Playground:	0
		Over 2:	2	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:	05:30 AM	05:30 AM	05:30 AM	05:30 AM	05:30 AM	Closed	Closed
Closing Times:	10:30 PM	10:30 PM	10:30 PM	10:30 PM	10:30 PM		
<b># of Classrooms:</b> -	<b>Purpose:</b> Annual		<b>Date:</b> 01/23/2018		<b>Time:</b> 08:30 AM		
<b>Comments</b> Fire Extinguisher in house needs to be inspected by end of January 2018. Fire Extinguisher for vehicles will need to be inspected by end of March 2018. Fire inspection will need to be done by end of February 2018.							

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	Compliance
8.16.2.32 C PARENT HANDBOOK	Compliance
8.16.2.32 D CHILDREN'S RECORDS  <u>Deficiencies</u> Of the 6 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.  <b>Regulation:</b> 8.16.2.32D(1)(e)  <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.  <b>Date to be Completed:</b> 02/23/2018	Non-compliance
8.16.2.32 E PERSONNEL RECORDS	Non-compliance

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<b>Administrative Requirements</b>		
<p><b>Deficiencies</b> The home does not have a written plan for ongoing professional development for each staff member, including the director, that is based on the seven areas of competency, consistent with the career lattice, and based on the individual's goals. <b>Regulation:</b> 8.16.2.32E(4)</p> <p><b>Corrective Action Plan</b> A written plan for employee development will be developed. <b>Date to be Completed:</b> 02/23/2018</p>		
8.16.2.32 F PERSONNEL HANDBOOK		Compliance
<b>Personnel &amp; Staffing</b>		
8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS		Compliance
8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING		Compliance
<b>Services &amp; Care of Children</b>		
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		N/A
8.16.2.34 D DIAPERING AND TOILETING		N/A
8.16.2.34 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS		Compliance
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		Compliance
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
<b>Food Service</b>		
8.16.2.35 B MEALS AND SNACKS		Compliance
8.16.2.35 C MENUS		Compliance
<p>8.16.2.35 D KITCHENS</p> <p><b>Deficiencies</b> A food is not properly stored; the item is not labeled and dated. Poultry product that was thawing in fridge was not labeled and dated. <b>Regulation:</b> 8.16.2.35D(4)</p> <p><b>Corrective Action Plan</b> Proper food storage practices will be implemented. <b>Date to be Completed:</b> 02/23/2018</p>		Non-compliance

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<b>Food Service</b>		
<b>Deficiencies</b> A food is not properly stored; the item is not labeled and dated. Meat products in the freezer were not labeled and dated. <b>Regulation:</b> 8.16.2.35D(4)		
<b>Corrective Action Plan</b> Proper food storage practices will be implemented. <b>Date to be Completed:</b> 02/23/2018		
8.16.2.35 E MEAL TIMES		Compliance
<b>Health &amp; Safety Requirements</b>		
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		Compliance
<b>Buildings, Grounds &amp; Safety</b>		
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		Compliance

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.

*Nicholas Conde* 10:15 AM

01/23/2018

*Merlinda Franco*

01/23/2018

Surveyor: Nicholas Conde	Date	Facility Rep: Merlinda Franco	Date
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