



**Facility**

**Name:** *Midwest NMCAP Gallup Head Start* **License Number:** *94709*  
**Address:** *310 E. Maloney, Gallup, NM 87301*  
**Phone:** *5057227428* **Fax:**  **E-mail:** *dcasias@ourkidzrock.com*

**License Information**

**Type:** *2 Star Child Care Center* **Status:** *Licensed* **Issue Date:** *11/16/2018* **Expiration Date:** *11/15/2019*

**Capacity**

**Over Age 2:** *160* **Under Age 2:**  **Night Care:**  **Playground:** *150*  
**Square Footage:** *0*

**Census**

**Over 2:** *123* **Under 2:** *0*

**Classrooms**

**Number of Classrooms:** *7*

**Days and Hours of Operation**

<b>Monday</b> <i>8:00 AM - 5:30 PM</i>	<b>Tuesday</b> <i>8:00 AM - 5:30 PM</i>	<b>Wednesday</b> <i>8:00 AM - 5:30 PM</i>	<b>Thursday</b> <i>8:00 AM - 5:30 AM</i>	<b>Friday</b> <i>8:00 AM - 5:30 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

**Date:** *03/19/2019* **Time In:** *10:14 AM* **Time Out:** *2:00 PM* **Purpose:** *Semi-Annual*

**Licensure**

8.16.2.11 A Types of Licenses	<i>Compliance</i>
8.16.2.11 B Renewal of License	<i>N/A</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>N/A</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Compliance</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Compliance</i>
8.16.2.18 D Complaints	<i>Compliance</i>
8.16.2.21 A Licensing Requirements	<i>Compliance</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>

Administrative Requirements (*continued*)

8.16.2.21 C Incident Reporting Requirements	Compliance
---	------------

## Administrative Requirements

8.16.2.22 A Administrative Records	Compliance
------------------------------------	------------

8.16.2.22 B Mission, Philosophy and Curriculum Statement	Not Inspected
--	---------------

8.16.2.22 C Policy and Procedures	Not Inspected
-----------------------------------	---------------

8.16.2.22 D Family Handbook	Not Inspected
-----------------------------	---------------

8.16.2.22 E Children's Records	<b>Non-compliance</b>
--------------------------------	-----------------------

*Of the 10 children's records reviewed, 1 is missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.22 form for the child(ren) with no immunization/exemption.*

*Corrective Action Plan*

*Parents will be advised to submit a complete and up-to-date immunization record or exemption. The center will review all children's records to ensure complete information is on file.*

Regulation: 8.16.2.22.E.1.e.

Date to be Completed: 04/18/2019

8.16.2.22 F Personnel Records	<b>Non-compliance</b>
-------------------------------	-----------------------

*From the review of staff records, it was determined that 2 out of 12 staff records do not include documentation of current first-aid and cardiopulmonary resuscitation training. See Staff Records 8.16.2.22 form for staff without verification of training.*

*Corrective Action Plan*

*The center will obtain documentation of first-aid and CPR training and retain on file.*

Regulation: 8.16.2.22.F.1.g.

Date to be Completed: 04/18/2019

8.16.2.22 G Personnel Handbook	Not Inspected
--------------------------------	---------------

## Personnel &amp; Staffing

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 &amp; Care of Children

8.16.2.24 A Guidance	Compliance
----------------------	------------

### Services & Care of Children *(continued)*

8.16.2.24 B Naps or Rest Period	Compliance
8.16.2.24 C Additional Requirements for Infants and Toddlers	N/A
8.16.2.24 D Diapering and Toileting	Compliance
8.16.2.24 E Additional Requirements for Children with Special Needs	N/A
8.16.2.24 F Additional Requirements for Night Care	N/A
8.16.2.24 G Physical Environment	Compliance
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	N/A
8.16.2.24 L Field Trips	Not Inspected

### Food Service

8.16.2.25 B Meals and Snacks	Compliance
8.16.2.25 C Menus	Compliance
8.16.2.25 D Kitchens	<b>Non-compliance</b>

*The refrigerator temperature in the kitchen is not below 41 degrees Fahrenheit.*

*Corrective Action Plan*

*The center will lower the refrigerator gauge and monitor temperature .*

Regulation: 8.16.2.25.D.6.

Date to be Completed: 04/18/2019

8.16.2.25 E Meal Times	Compliance
------------------------	------------

### Health & Safety Requirements

8.16.2.26 A Hygiene	Compliance
8.16.2.26 B First Aid Requirements	Compliance
8.16.2.26 C Medication	Not Inspected
8.16.2.27 A-D Illness Requirements for Centers	Compliance
8.16.2.28 A-H Transportation Requirements for Centers	Not Inspected

**Buildings, Grounds & Safety**

8.16.2.29 A Housekeeping	Compliance
8.16.2.29 B Pest Control	Not Inspected
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 J Pets	Compliance

**Additional Comments**

*Well maintained center. Great interaction between staff and children!*

**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: *Nicole Denney*



Facility Representative: *Duane Casias*