



### Facility

**Name:** *Midwest NMCAP Jaramillo Head Start* **License Number:** *94705*  
**Address:** *900 Esperanza, Belen, NM 87002*  
**Phone:** *5058646700* **Fax:**  **E-mail:** *n/a*

### License Information

**Type:** *3 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *03/01/2018* **Expiration Date:** *11/14/2018*

### Capacity

**Over Age 2:** *22* **Under Age 2:** *0* **Night Care:** *0* **Playground:** *22*  
**Square Footage:** *0*

### Census

**Over 2:** *8* **Under 2:** *0*

### Classrooms

**Number of Classrooms:** *1*

### Days and Hours of Operation

<b>Monday</b> <i>8:00 AM - 4:00 PM</i>	<b>Tuesday</b> <i>8:00 AM - 4:00 PM</i>	<b>Wednesday</b> <i>8:00 AM - 4:00 PM</i>	<b>Thursday</b> <i>8:00 AM - 4:00 PM</i>	<b>Friday</b> <i>8:00 AM - 4:00 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

### Inspection

**Date:** *09/12/2018* **Time In:** *10:00 AM* **Time Out:** *11:00 AM* **Purpose:** *Annual*

### Licensure

8.16.2.11 A Types of Licenses	<i>Not Inspected</i>
8.16.2.11 B Renewal of License	<i>Not Inspected</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Not Inspected</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Not Inspected</i>
8.16.2.18 D Complaints	<i>Not Inspected</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

Not Inspected

**Administrative Requirements**

8.16.2.22 A Administrative Records

**Non-compliance**

*The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent fire inspection report, most recent environmental health inspection report. Both were posted, but expired. Fire exp. 8/18 and Health exp 6/18*

*Corrective Action Plan*

*The center will post the missing item.*

Regulation: 8.16.2.22.A.

Date to be Completed: 10/12/2018

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

Compliance

8.16.2.22 G Personnel Handbook

Compliance

**Personnel & Staffing**

8.16.2.23 A Personnel and Staffing Requirements

Compliance

8.16.2.23 B Staff Qualifications and Training

**Non-compliance**

*Educators did not complete the following training within 3-months: Health and Safety Training. 1 of 3 staff*

*Corrective Action Plan*

*All educators, regardless of the number of hours per week, will complete the above listed training. The following staff members need to complete the required training:*

Regulation: 8.16.2.23.B.2.b.

Date to be Completed: 10/12/2018

8.16.2.23 C Staff/Child Ratios and Group Sizes

Compliance

**Services & Care of Children**

8.16.2.24 A Guidance

Compliance

8.16.2.24 B Naps or Rest Period

Compliance

8.16.2.24 C Additional Requirements for Infants and Toddlers

N/A

09/12/2018

<https://cyfd.org/>

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

8.16.2.24 D Diapering and Toileting	<i>Compliance</i>
8.16.2.24 E Additional Requirements for Children with Special Needs	<i>Compliance</i>
8.16.2.24 F Additional Requirements for Night Care	<i>N/A</i>
8.16.2.24 G Physical Environment	<i>Compliance</i>
8.16.2.24 H Social-Emotional Responsive Environment	<i>Compliance</i>
8.16.2.24 I Equipment and Program	<i>Compliance</i>
8.16.2.24 J Outdoor Play Areas	<i>Compliance</i>
8.16.2.24 K Swimming, Wadding and Water	<i>N/A</i>
8.16.2.24 L Field Trips	<i>Not Inspected</i>

### Food Service

8.16.2.25 B Meals and Snacks	<i>Compliance</i>
8.16.2.25 C Menus	<i>Compliance</i>
8.16.2.25 D Kitchens	<i>Compliance</i>
8.16.2.25 E Meal Times	<i>Compliance</i>

### Health & Safety Requirements

8.16.2.26 A Hygiene	<i>Compliance</i>
8.16.2.26 B First Aid Requirements	<i>Compliance</i>
8.16.2.26 C Medication	<i>Compliance</i>
8.16.2.27 A-D Illness Requirements for Centers	<i>Compliance</i>
8.16.2.28 A-H Transportation Requirements for Centers	<i>N/A</i>

### Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	<i>Compliance</i>
8.16.2.29 B Pest Control	<i>Compliance</i>
8.16.2.29 C Mechanical Systems	<i>Compliance</i>
8.16.2.29 D Water and Waste	<i>Compliance</i>
8.16.2.29 E Lighting, Lighting Fixtures and Electrical	<i>Compliance</i>
8.16.2.29 F Exits and Windows	<i>Compliance</i>
8.16.2.29 G Toilet and Bathing Facilities	<i>Compliance</i>

**Buildings, Grounds & Safety (continued)**

- 8.16.2.29 H 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.



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Surveyor: *Mark Prizzi*



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Facility Representative: *Liceidy Parra*