

<b>Center Name:</b> Midwest NMCAP Jaramillo Head Start		<b>Address:</b> 900 Esperanza Belen, NM 87002			<b>Phone:</b> (505)864-1693		
<b>License Number:</b> 94705	<b>Issue Date:</b> 11/15/2016	<b>Expiration Date:</b> 11/14/2017	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	19	Under Age 2:	0	Night Care:	0	Playground:	19
		Over 2:	13	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:	07:00 AM	07:00 AM	07:00 AM	07:00 AM	07:00 AM	Closed	Closed
Closing Times:	04:00 PM	04:00 PM	04:00 PM	04:00 PM	04:00 PM		
<b># of Classrooms:</b> 1	<b>Purpose:</b> Annual		<b>Date:</b> 09/11/2017		<b>Time:</b> 01:00 PM		
<b>Comments</b>							

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

Licensure	
8.16.2.11 A TYPES OF LICENSES	Not Inspected
8.16.2.11 B RENEWAL OF LICENSE	Not Inspected
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Not Inspected
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Not Inspected
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Compliance
8.16.2.21 B CAPACITY OF CENTERS	Compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS <u>Deficiencies</u> The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent environmental health inspection report (Expired); dated weekly menus for meals and snacks (not posted on parent board).  Regulation: 8.16.2.22A  <u>Corrective Action Plan</u> The center will post the missing item.  Date to be Completed: 10/11/2017	Non-compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES	Compliance
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance

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**Administrative Requirements**

**Deficiencies**

Of the 4 children's records reviewed, 3 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.22 form for the child(ren) with no immunization/exemption.

**Regulation:** 8.16.2.22E(1)(e)

**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.

**Date to be Completed:** 10/11/2017

8.16.2.22 F PERSONNEL RECORDS	Compliance
8.16.2.22 G PERSONNEL HANDBOOK	Not Inspected
<b>Personnel &amp; Staffing</b>	
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
<b>Services &amp; Care of Children</b>	
8.16.2.24 A GUIDANCE	Compliance
8.16.2.24 B NAPS OR REST PERIOD	Not Inspected
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	Compliance
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
<b>Food Service</b>	
8.16.2.25 B MEALS AND SNACKS	Compliance
8.16.2.25 C MENUS	Compliance
8.16.2.25 D KITCHENS	Compliance
8.16.2.25 E MEAL TIMES	Compliance
<b>Health &amp; Safety Requirements</b>	
8.16.2.26 A HYGIENE	Compliance

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<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.26 B FIRST AID REQUIREMENTS</b> <u><b>Deficiencies</b></u> The center does not have on duty all educators currently certified in first aid and cardiopulmonary resuscitation (CPR). 1 of 3 staff. <b>Regulation:</b> 8.16.2.26B(1) <u><b>Corrective Action Plan</b></u> All educators must be certified in first aid and cardiopulmonary resuscitation (CPR). <b>Date to be Completed:</b> 10/11/2017	Non-compliance	
<b>8.16.2.26 C MEDICATION</b>	Compliance	
<b>8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS</b>	Compliance	
<b>8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS</b>	N/A	
<b>Buildings, Grounds &amp; Safety</b>		
<b>8.16.2.29 A HOUSEKEEPING</b> <u><b>Deficiencies</b></u> The premises in the classroom are not safe in that a smell of burning plastic/rubber. <b>Regulation:</b> 8.16.2.29A(1) <u><b>Corrective Action Plan</b></u> The safety violation will be corrected and a system for routine safety inspection developed. <b>Date to be Completed:</b> 10/11/2017 <u><b>Deficiencies</b></u> The Fixtures are not in good repair as evidenced by light bulbs out in the fixture near the front entrance. <b>Regulation:</b> 8.16.2.29A(1) <u><b>Corrective Action Plan</b></u> Repairs will be completed and a system for routine inspection of the center and premises will be established. <b>Date to be Completed:</b> 10/11/2017	Non-compliance	
<b>8.16.2.29 B PEST CONTROL</b>	Compliance	
<b>8.16.2.29 C MECHANICAL SYSTEMS</b>	Compliance	
<b>8.16.2.29 D WATER AND WASTE</b>	Compliance	
<b>8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b>	Compliance	
<b>8.16.2.29 F EXITS AND WINDOWS</b>	Compliance	
<b>8.16.2.29 G TOILET AND BATHING FACILITIES</b>	Compliance	
<b>8.16.2.29 H SAFETY COMPLIANCE</b>	Non-compliance	

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**Buildings, Grounds & Safety**

**Deficiencies**

The center failed to conduct an emergency preparedness practice drills for at least once a quarter.

**Regulation:** 8.16.2.29H(1)

**Corrective Action Plan**

A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year.

**Date to be Completed:** 10/11/2017

**Deficiencies**

The center failed to conduct a fire drill for the month(s) of April; May. Educator said they were done just not logged.

**Regulation:** 8.16.2.29H(2)

**Corrective Action Plan**

A monthly fire drill will be held and recorded.

**Date to be Completed:** 10/11/2017

<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>	Compliance
<b>8.16.2.29 J PETS</b>	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.**

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09/11/2017



09/11/2017

Surveyor: Mark Prizzi	Date	Facility Rep: Liceidy Parra	Date
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