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|---|---------------------------------|---|--|-----------------|--------------------------------|-----------------|---------------|
| Center Name: Miss Kelly's Academy | | Address: 2329 Wisconsin St. NE Suite A Albuquerque, NM 87110 | | | Phone: (505)235-8883 | | |
| License Number: 164738 | Issue Date: 12/5/2016 | Expiration Date: 06/4/2017 | Type: 2 Star Child Care Center | | Status: Licensed | | |
| Capacity | | | | | Census | | |
| Over Age 2: | 25 | Under Age 2: | 0 | Night Care: | 0 | Playground: | 25 |
| | | Over 2: | 22 | Under 2: | 0 | | |
| 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: | 07:30 AM | 07:30 AM | 07:30 AM | 07:30 AM | 07:30 AM | Closed | Closed |
| Closing Times: | 05:30 PM | 05:30 PM | 05:30 PM | 05:30 PM | 05:30 PM | | |
| # of Classrooms: 2 | Purpose: Follow-up | | Date: 08/16/2017 | | Time: 09:45 AM | | |
| Comments On site follow up for Follow up dated 6/12/17. | | | | | | | |

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

| Licensure | |
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| 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 | Not Inspected |
| 8.16.2.21 B CAPACITY OF CENTERS | Not Inspected |
| 8.16.2.21 C INCIDENT REPORTING REQUIREMENTS | Not Inspected |
| Administrative Requirements | |
| 8.16.2.22 A ADMINISTRATION RECORDS | Not Inspected |
| 8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT | Not Inspected |
| 8.16.2.22 C POLICY AND PROCEDURES <u>Deficiencies</u> The center did not have available for review written policies and procedures covering emergency evacuation and disaster preparedness; expulsion of children. Both lack components Regulation: 8.16.2.22C(1)-(8) <u>Corrective Action Plan</u> The center will complete written policies and procedures for the missing area(s). Date to be Completed: 08/23/2017 | Non-compliance |
| 8.16.2.22 D FAMILY HANDBOOK | Not Inspected |
| 8.16.2.22 E CHILDREN'S RECORDS | Not Inspected |

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| Center Name: Miss Kelly's Academy | License Number: 164738 | Date: 08/16/2017 |
| Administrative Requirements | | |
| 8.16.2.22 F PERSONNEL RECORDS | | Compliance |
| 8.16.2.22 G PERSONNEL HANDBOOK | | Not Inspected |
| Personnel & Staffing | | |
| 8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS | | Not Inspected |
| 8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING | | Not Inspected |
| 8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES | | Not Inspected |
| Services & Care of Children | | |
| 8.16.2.24 A GUIDANCE | | Not Inspected |
| 8.16.2.24 B NAPS OR REST PERIOD | | Not Inspected |
| 8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS | | Not Inspected |
| 8.16.2.24 D DIAPERING AND TOILETING | | Not Inspected |
| 8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS | | Not Inspected |
| 8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE | | Not Inspected |
| 8.16.2.24 G PHYSICAL ENVIRONMENT | | Not Inspected |
| 8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT | | Not Inspected |
| 8.16.2.24 I EQUIPMENT AND PROGRAM | | Not Inspected |
| 8.16.2.24 J OUTDOOR PLAY AREAS | | Not Inspected |
| 8.16.2.24 K SWIMMING, WADING AND WATER | | Not Inspected |
| 8.16.2.24 L FIELD TRIPS | | Not Inspected |
| Food Service | | |
| 8.16.2.25 B MEALS AND SNACKS | | Not Inspected |
| 8.16.2.25 C MENUS | | Not Inspected |
| 8.16.2.25 D KITCHENS | | Not Inspected |
| 8.16.2.25 E MEAL TIMES | | Not Inspected |
| Health & Safety Requirements | | |
| 8.16.2.26 A HYGIENE | | Not Inspected |
| 8.16.2.26 B FIRST AID REQUIREMENTS | | Not Inspected |
| 8.16.2.26 C MEDICATION | | Not Inspected |
| 8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS | | Not Inspected |
| 8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS | | Not Inspected |
| Buildings, Grounds & Safety | | |
| 8.16.2.29 A HOUSEKEEPING | | Not Inspected |
| 8.16.2.29 B PEST CONTROL | | Not Inspected |
| 8.16.2.29 C MECHANICAL SYSTEMS | | Not Inspected |

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| Buildings, Grounds & Safety | | |
| 8.16.2.29 D WATER AND WASTE | | Not Inspected |
| 8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL | | Not Inspected |
| 8.16.2.29 F EXITS AND WINDOWS | | Not Inspected |
| 8.16.2.29 G TOILET AND BATHING FACILITIES | | Not Inspected |
| 8.16.2.29 H SAFETY COMPLIANCE | | Compliance |
| 8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES | | Not Inspected |
| 8.16.2.29 J PETS | | Not Inspected |
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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.

DM 12:40 pm

08/16/2017



08/16/2017

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| Surveyor: Darlene Montoya | Date | Facility Rep: Kelly Watson | Date |
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