



## Facility

**Name:** *Nora Nevarez Holguin* **License Number:** *152869*  
**Address:** *8720 Via del Oro SW, Albuquerque, NM 87121*  
**Phone:** *5059671660* **Fax:** *na* **E-mail:** *nnevarezholgui@cnm.edu*

## License Information

**Type:** *3 Star FOCUS Group Child Care Home* **Status:** *Licensed* **Issue Date:** *03/01/2018* **Expiration Date:** *07/31/2018*

## Capacity

**Over Age 2:** *8* **Under Age 2:** *4* **Night Care:** *0* **Playground:** *0*  
**Square Footage:** *0*

## Census

**Over 2:** *7* **Under 2:** *4*

## Classrooms

**Number of Classrooms:** *2*

## Days and Hours of Operation

<b>Monday</b> <i>4:00 AM - 6:00 PM</i>	<b>Tuesday</b> <i>4:00 AM - 6:00 PM</i>	<b>Wednesday</b> <i>4:00 AM - 6:00 PM</i>	<b>Thursday</b> <i>4:00 AM - 6:00 PM</i>	<b>Friday</b> <i>4:00 AM - 6:00 PM</i>
<b>Saturday</b> <i>4:00 AM - 6:00 PM</i>	<b>Sunday</b> <i>Closed</i>			

## Inspection

**Date:** *05/24/2018* **Time In:** *10:00 AM* **Time Out:** *12:30 PM* **Purpose:** *Annual*

**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	Not Inspected

**Administrative Requirements**

8.16.2.32 A Administrative Records	<b>Non-compliance</b>
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*The child care home license is not posted in an area readily visible to parents and visitors.*

*Corrective Action Plan*

*The child care home license will be posted as required.*

Regulation: 8.16.2.32.A.

Date to be Completed: 06/23/2018

8.16.2.32 B Mission, Philosophy and Curriculum Statement	Compliance
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8.16.2.32 C Parent Handbook	Compliance
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8.16.2.32 D Children's Records	<b>Non-compliance</b>
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*Of the [ 17] children's records reviewed, 4 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.*

*Corrective Action Plan*

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.1.e.

Date to be Completed: 06/23/2018

*Of the 17 children's records reviewed, 2 is/are missing the date the child first attended the home. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization.*

*Corrective Action Plan*

*The first attendance date will be added.*

Regulation: 8.16.2.32.D.1.d.

Date to be Completed: 06/23/2018

8.16.2.32 D Children's Records (*continued*)**Non-compliance**

*Of the [ 17 ] children's records reviewed, [ 2] is/are missing written authorization, containing fieldtrip destination, date and time of fieldtrip and expected return time, from the child's parent or guardian to remove the child from the premises to participate in off-site activities. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization.*

**Corrective Action Plan**

*Written permission from the child's parent or guardian will be obtained prior to taking the child off site.*

Regulation: 8.16.2.32.D.1.g.

Date to be Completed: 06/23/2018

*Of the 17 children's records reviewed, 2 is/are missing an enrollment agreement form signed by the parent or guardian with an outline of services and costs. See the Children's Records 8.16.2.32 form for the child(ren) with missing information.*

**Corrective Action Plan**

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.1.j.

Date to be Completed: 06/23/2018

*Of the [ 17] children's records reviewed, [ 2] is/are missing a signed acknowledgement that the parent or guardian has read and understands the parent handbook. See the Children's Records 8.16.2.32 form for the child(ren) with missing information.*

**Corrective Action Plan**

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.1.k.

Date to be Completed: 06/23/2018

*Of the 17 children's records reviewed, 2 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.32form for the child(ren) with missing information.*

**Corrective Action Plan**

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.2.a.

Date to be Completed: 06/23/2018

**8.16.2.32 D Children's Records (continued)****Non-compliance**

*Of the [ 17 ] children's records reviewed, 2 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.32 form for the child(ren) with missing information.*

**Corrective Action Plan**

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.2.b.

Date to be Completed: 06/23/2018

*Of the 17 children's records reviewed, 2 is/are missing the name and telephone number of a physician or emergency medical center authorized by a parent or guardian to contact in case of illness or emergency. See Children's Records 8.16.2.32 form for the child(ren) with missing information.*

**Corrective Action Plan**

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.2.c.

Date to be Completed: 06/23/2018

*Of the [ 17 ] children's records reviewed, 2 is/are missing a document giving the home permission to transport the child in a medical emergency and authorization for medical treatment signed by a parent or guardian. See Children's Records 8.16.2.32 form for the child(ren) with missing information.*

**Corrective Action Plan**

*The home will review a child's record to ensure complete information has been obtained before a child is admitted.*

Regulation: 8.16.2.32.D.2.d.

Date to be Completed: 06/23/2018

**8.16.2.32 E Personnel Records****Compliance****8.16.2.32 F Personnel Handbook****Compliance****Personnel & Staffing****8.16.2.33 A Personnel and Staffing Requirements****Compliance****8.16.2.33 B Staff Qualifications and Training****Compliance****Services & Care of Children****8.16.2.34 A Guidance****Compliance****8.16.2.34 B Naps or Rest Period****Compliance**

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

8.16.2.34 C Additional Requirements for Infants and Toddlers	Compliance
8.16.2.34 D Diapering and Toileting	Compliance
8.16.2.34 E Additional Requirements for Children with Special Needs	Not Inspected
8.16.2.34 F Night Care	Not Inspected
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, Wadding and Water	Not Inspected
8.16.2.34 L Field Trips	Not Inspected

## Food Service

8.16.2.35 B Meals and Snacks	Compliance
8.16.2.35 C Menus	<b>Non-compliance</b>

*Weekly menus are not dated and posted in an area easily visible to parents, posted at least one week in advance.*

### *Corrective Action Plan*

*A dated weekly menu will be posted in an area visible to parents. Menus shall be posted at least one week in advance, in a conspicuous place, for review by parents, educators and children.*

Regulation: 8.16.2.35.C.1.

Date to be Completed: 06/23/2018

8.16.2.35 D Kitchens	Compliance
8.16.2.35 E Meal Times	Compliance

## Health & Safety Requirements

8.16.2.36 A Hygiene	Compliance
8.16.2.36 B First Aid Requirements	Compliance
8.16.2.36 C Medication	Not Inspected
8.16.2.36 D Illness and Notifiable Diseases	Not Inspected
8.16.2.37 A-G Transportation Requirements for Homes	Compliance

**Buildings, Grounds & Safety**

8.16.2.38 A Housekeeping	Compliance
8.16.2.38 B Pest Control	Compliance
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	N/A

**Additional Comments**

THIS IS AN ANNUAL INSPECTION

**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: Sylvia Foster



Facility Representative: NORA NEVAREZ