



Facility

Name: *PMS Headstart - Estancia*

License Number: *94715*

Address: *600 Tenth Street, Estancia, NM 87016*

Phone: *5053842302*

Fax:

E-mail:

License Information

Type: *5 Star FOCUS Child
Care Center*

Status: *Licensed*

Issue Date: *06/01/2018*

Expiration Date:
05/31/2019

Capacity

Over Age 2: *40*

Under Age 2: *0*

Night Care: *0*

Playground: *40*

Square Footage: *0*

Census

Over 2: *16*

Under 2: *0*

Classrooms

Number of Classrooms: *2*

Days and Hours of Operation

Monday

7:30 AM - 4:30 PM

Tuesday

7:30 AM - 4:30 PM

Wednesday

7:30 AM - 4:30 PM

Thursday

7:30 AM - 4:30 PM

Friday

7:30 AM - 4:30 PM

Saturday

Closed

Sunday

Closed

Inspection

Date: *09/20/2018*

Time In: *12:20 PM*

Time Out: *1:45 PM*

Purpose: *Semi-Annual*

Licensure

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

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

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

Non-compliance

From the review of staff records, it was determined that 2 out of 6 staff records does/do not include dates of hire and termination. See Staff Records 8.16.2.22 form for staff with this missing information.

Corrective Action Plan

The center will add dates of hire and termination to the record. (CORRECTED ON SITE)

Regulation: 8.16.2.22.F.1.d.

Date to be Completed: 09/20/2018

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

Compliance

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

Compliance

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

Compliance

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

Services & Care of Children *(continued)*

8.16.2.24 J Outdoor Play Areas	Compliance
8.16.2.24 K Swimming, Wadding and Water	Not Inspected
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	Compliance
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	Compliance
8.16.2.27 A-D Illness Requirements for Centers	Compliance
8.16.2.28 A-H Transportation Requirements for Centers	Non-compliance

The vehicle used for transporting children does not have insurance coverage.

Corrective Action Plan

insurance coverage will be obtained. (CORRECTED ON SITE)

Regulation: 8.16.2.28.H.

Date to be Completed: 09/20/2018

Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	Compliance
8.16.2.29 B Pest Control	Compliance
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

Buildings, Grounds & Safety (continued)

8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances

Compliance

8.16.2.29 J Pets

Not Inspected

Additional Comments*Facility looks great. Good job!***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: *Dion Ortega*Facility Representative: *Roberta Sanchez*