



**Facility**

**Name:** PMS Rio Rancho Head Start **License Number:** 94728  
**Address:** 32 Unser Blvd., Rio Rancho, NM 87124  
**Phone:** 5058915162 **Fax:** **E-mail:** veronica.estrada@pmsnm.org

**License Information**

**Type:** 5 Star FOCUS Child Care Center **Status:** Licensed **Issue Date:** 02/13/2018 **Expiration Date:** 02/12/2019

**Capacity**

**Over Age 2:** 120 **Under Age 2:** 0 **Night Care:** 0 **Playground:** 40  
**Square Footage:** 0

**Census**

**Over 2:** 87 **Under 2:** 0

**Classrooms**

**Number of Classrooms:** 6

**Days and Hours of Operation**

<b>Monday</b> 8:30 AM - 2:30 PM	<b>Tuesday</b> 8:30 AM - 2:30 PM	<b>Wednesday</b> 8:30 AM - 2:30 PM	<b>Thursday</b> 8:30 AM - 2:30 PM	<b>Friday</b> 8:30 AM - 2:30 PM
<b>Saturday</b> Closed	<b>Sunday</b> Closed			

**Inspection**

**Date:** 12/17/2018 **Time In:** 9:15 AM **Time Out:** 12:00 PM **Purpose:** Annual

**Licensing:**

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>

**Licensing Actions and Administrative Appeals:**

8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
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### Surveys for Child Care Facilities:

8.16.2.17 E, F Surveys for Child Care Facilities

Compliance

### Complaints:

8.16.2.18 D Complaints

Not Inspected

### Licensure Requirements for Centers:

8.16.2.21 A Licensing Requirements

Not Inspected

8.16.2.21 B Capacity of Centers

Compliance

8.16.2.21 B (3)c Capacity of Centers

Compliance

8.16.2.21 C Incident Reporting Requirements

Not Inspected

### Administrative Requirements for Centers:

8.16.2.22 A Administrative Records

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

Compliance

8.16.2.22 F Personnel Records

**Non-compliance**

#### Personnel

8.16.2.22.F.1.n.: *written plan for ongoing professional development for each educator, including the director, that is based on the seven areas of competency, consistent with the career lattice, and based on the individual's goals; and*

#### Finding

**Deadline:** 01/19/2019

*From the review of staff records, it was determined that 1 out of 10 staff records does/do not include a professional development plan based on seven areas of competency. See Staff Records 8.16.2.22 form for staff who need a current plan.*

#### Corrective Action Plan

*The center will have staff complete a professional development plan and sign the plan . The plan will be maintained on file.*

8.16.2.22 G Personnel Handbook

Not Inspected

## Personnel and Staffing Requirements for Centers:

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 and Care of Children in Centers:

8.16.2.24 A Guidance	Compliance
8.16.2.24 A1 Guidance	Compliance
8.16.2.24 B Naps or Rest Period	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	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	<b>Non-compliance</b>

### Preschool Classroom

8.16.2.24.I.6.:A center will store equipment and materials for children's use within easy reach of the children, including those with disabilities. A center will store the equipment and materials in an orderly manner so children can select and replace the materials by themselves or with minimal assistance.

#### Finding

Deadline: 01/19/2019

Play equipment and materials in the 4 yr. old Room sensory table/area are not accessible to children, including those with disabilities, as evidenced by the use of a large locked storage cabinet that children can not access without staff assistance. Sand was in a zip lock bag.

#### Corrective Action Plan

Staff will be instructed to reorganize storage so children, including those with disabilities, can select and replace materials by themselves or with minimal assistance.

## 8.16.2.24 J Outdoor Play Areas

**Non-compliance**

### Outdoor Play

8.16.2.24.J.3.:A center will place sufficient energy absorbing surfaces beneath climbing structures, swings, and slides (as determined by Subsection P of 8.16.2.8 NMAC).

Outdoor Play (*continued*)**Finding****Deadline:** 01/19/2019

*The fall zone underneath the slide is not sufficient as evidenced by the resilient material is not deep enough over the fall zone area.*

**Corrective Action Plan**

*An approved resilient surface will be provided beneath the climbing structures, swings, and slides. Wood chips have been ordered.*

8.16.2.24 K Swimming, Wading and Water

Not Inspected

8.16.2.24 L Field Trips

Not Inspected

**Food Service Requirements for Centers:**

8.16.2.25 A Meal Pattern Requirements

Compliance

8.16.2.25 B Meals and Snacks

Compliance

8.16.2.25 B3 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 and Safety Requirements for Centers:**

8.16.2.26 A Hygiene

Compliance

8.16.2.26 B First Aid Requirements

**Non-compliance**

## Admin/Licensure

*8.16.2.26.B.2.:A center will keep a first-aid kit and a first-aid manual together in the center in a location inaccessible to children and easily accessible to adults. The first aid kit will contain, at a minimum, band aids, gauze pads, adhesive tape, scissors, soap, nonporous gloves, and a thermometer.*

**Finding****Deadline:** 12/17/2018

*The center's first aid kit does not contain Adhesive tape. Corrected on site.*

**Corrective Action Plan**

*Missing items will be added to the first-aid kit; staff will be reminded to replace any item used. Corrected on site.*

**Illness Requirements for Centers: (continued)**

8.16.2.26 C Medication

Compliance

**Illness Requirements for Centers:**

8.16.2.27 A-D Illness Requirements for Centers

Compliance

**Transportation Requirements for Centers:**

8.16.2.28 A-H Transportation Requirements for Centers

N/A

**Building, Ground and Safety Requirements for Centers:**

8.16.2.29 A Housekeeping

**Non-compliance**

**Preschool Classroom**

8.16.2.29.A.1.:A center will keep the premises, including furniture, fixtures, floors, drinking fountains, toys and equipment clean, safe, and in good repair. The center and premises will be free of debris and potential hazards.

**Finding**

**Deadline: 01/19/2019**

The floor has a heavy accumulation of tape residue in room 4.

**Corrective Action Plan**

A routine will be established to assess all areas of the premises for cleanliness, safety and potential hazards.

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

**Non-compliance**

**Bathroom**

8.16.2.29.E.2.:A center will have emergency lighting that turns on automatically when electrical service is disrupted.

**Finding**

**Deadline: 01/19/2019**

The center does not have emergency lighting that turns on automatically when electrical service is disrupted. Emergency lights not operable in room 3, room 4 and room 6.

**Corrective Action Plan**

Emergency lighting will be installed.

8.16.2.29 F Exits and Windows

Compliance

8.16.2.29 G Toilet and Bathing Facilities

Compliance

**Building, Ground and Safety Requirements for Centers: (continued)**

8.16.2.29 H Safety Compliance	Compliance
8.16.2.29 H3(f)(i)(k) 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.



Surveyor: *Kia Kennedy*



Facility Representative: *Veronica Estrada*