

Center Name: Paradise Hills Community Preschool		Address: 5976 Avenida La Barranta N.W. Albuquerque, NM 87114			Phone: (505)898-3122		
License Number: 94674	Issue Date: 05/29/2017	Expiration Date: 05/28/2018	Type: 5 Star FOCUS Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	23	Under Age 2:	0	Night Care:	0	Playground:	23
		Over 2:	23	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:	08:30 AM	08:30 AM	08:30 AM	08:30 AM	08:30 AM	Closed	Closed
Closing Times:	03:30 PM	03:30 PM	03:30 PM	03:30 PM	03:30 PM		
# of Classrooms: 1	Purpose: Semi-Annual		Date: 10/16/2017		Time: 12:00 PM		
Comments							

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	Compliance
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Compliance
8.16.2.21 B CAPACITY OF CENTERS <u>Deficiencies</u> The center failed to post the maximum capacity of the playground on the doors to the playground. Corrected on site. Regulation: 8.16.2.21B(3)(b) <u>Corrective Action Plan</u> The center will post the maximum capacity of the playground on the doors to the playground. Corrected on site. Date to be Completed: 10/16/2017	Non-compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	Non-compliance

Center Name: Paradise Hills Community Preschool	License Number: 94674	Date: 10/16/2017
Administrative Requirements		
<p><u>Deficiencies</u> The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent licensing survey. Regulation: 8.16.2.22A</p> <p><u>Corrective Action Plan</u> The center will post the missing item. Date to be Completed: 11/16/2017</p>		
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected	
8.16.2.22 C POLICY AND PROCEDURES	Not Inspected	
8.16.2.22 D FAMILY HANDBOOK	Not Inspected	
<p>8.16.2.22 E CHILDREN'S RECORDS</p> <p><u>Deficiencies</u> Of the 10 children's records reviewed, 1 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)</p> <p><u>Corrective Action Plan</u> 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: 11/16/2017</p>	Non-compliance	
<p>8.16.2.22 F PERSONNEL RECORDS</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 4 staff having direct contact with the children, does/do not have a complete file as required in 8.16.2.22F. See Staff Records 8.16.2.22 form for staff with an incomplete file. Regulation: 8.16.2.22F(1)</p> <p><u>Corrective Action Plan</u> The program will complete a file for each staff including substitutes and volunteers . All staff files will be kept on site. Date to be Completed: 11/16/2017</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 4 staff records does/do not include the staff's position. See Staff Records 8.16.2.22 form for staff with this missing information. Regulation: 8.16.2.22F(1)(b)</p> <p><u>Corrective Action Plan</u> The center will add the position to the record. Date to be Completed: 11/16/2017</p>	Non-compliance	

Center Name:

Paradise Hills Community Preschool

License Number:

94674

Date:

10/16/2017

Administrative Requirements**Deficiencies**

From the review of staff records, it was determined that 1 out of 4 staff records do/does not include the staff's current and past duties and responsibilities. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(c)

Corrective Action Plan

The center will add staff's current and past duties and responsibilities to the record.

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 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.

Regulation: 8.16.2.22F(1)(d)

Corrective Action Plan

The center will add dates of hire and termination to the record.

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 staff records does/do not include employment history verification. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(e)

Corrective Action Plan

The center will complete employment history verification and retain on file.

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 4 out of 4 staff records does/do not include documentation of training by date, time, hours and area of competency or a training certificate. See Staff Records 8.16.2.22 form for staff with missing documentation.

Regulation: 8.16.2.22F(1)(h)

Corrective Action Plan

The center will obtain verification of all training and retain on file.

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 staff records does/do not include an emergency contact number. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(i)

Corrective Action Plan

The center will have staff complete required information.

Date to be Completed: 11/16/2017

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Paradise Hills Community Preschool

License Number:

94674

Date:

10/16/2017

Administrative Requirements**Deficiencies**

From the review of staff records, it was determined that 1 out of 4 staff records does/do not include a signed universal precaution acknowledgement form. See Staff Records 8.16.2.22 form for staff with missing documentation.

Regulation: 8.16.2.22F(1)(j)

Corrective Action Plan

The center will have staff complete and sign the universal precaution acknowledgement form and will retain on file.

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 staff records does/do not include a signed confidentiality form. See Staff Records 8.16.2.22 form for staff who need to complete a signed confidentiality form.

Regulation: 8.16.2.22F(1)(k)

Corrective Action Plan

The center will have staff complete a signed confidentiality form and will retain on file .

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 4 out of 4 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.

Regulation: 8.16.2.22F(1)(n)

Corrective Action Plan

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

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 staff records does/do not include signed acknowledgement that the personnel handbook had been read and understood. See Staff Records 8.16.2.22 form for staff who need to complete the acknowledgement.

Regulation: 8.16.2.22F(1)(o)

Corrective Action Plan

The center will have staff complete the required acknowledgement and will retain on file .

Date to be Completed: 11/16/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 staff records does/do not include the required Form I-9. See Staff Records 8.16.2.22 form for staff missing the form.

Regulation: 8.16.2.22F(1)(q)

Corrective Action Plan

The center will obtain Form I-9s from all staff and maintain them in their personnel files .

Date to be Completed: 11/16/2017

Center Name: Paradise Hills Community Preschool	License Number: 94674	Date: 10/16/2017
Administrative Requirements		
Deficiencies From the review of staff records, it was determined that 1 out of 4 staff does/do not have complete information required in 8.16.2.22F.(1)(a) as follows: the staff name, address and telephone number. See Staff Records 8.16.2.22 form for staff with missing information. Regulation: 8.16.2.22F(1)(a)		
Corrective Action Plan The center will have staff complete required information. Date to be Completed: 11/16/2017		
8.16.2.22 G PERSONNEL HANDBOOK	Not Inspected	
Personnel & Staffing		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING Deficiencies From the review of staff records, it was determined that 1 out of 4 new staff does/do not have documentation of orientation training. See Staff Records 8.16.2.22 form for staff with missing documentation. Regulation: 8.16.2.23B(2)(a) Corrective Action Plan Orientation will be completed and documented for staff noted; in the future, orientation will be completed prior to time staff begin working with children. Date to be Completed: 11/17/2017	Non-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	N/A	
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	Not Inspected	
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Compliance	
8.16.2.24 I EQUIPMENT AND PROGRAM	Not Inspected	
8.16.2.24 J OUTDOOR PLAY AREAS	Compliance	
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	Compliance	
8.16.2.25 C MENUS	Compliance	

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Food Service		
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 <u>Deficiencies</u> The center does not have on duty all educators currently certified in first aid and cardiopulmonary resuscitation (CPR). Two educators CPR/FA expire this month October. CPR/FA recertification class scheduled Oct. 30, 2017 Regulation: 8.16.2.26B(1) <u>Corrective Action Plan</u> All educators must be certified in first aid and cardiopulmonary resuscitation (CPR). Date to be Completed: 10/30/2017		Non-compliance
8.16.2.26 C MEDICATION		Not Inspected
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Compliance
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
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 <u>Deficiencies</u> The center failed to conduct a fire drill for the month(s) of April; May; September (2017) Regulation: 8.16.2.29H(2) <u>Corrective Action Plan</u> A monthly fire drill will be held and recorded. Director will follow up with the individual responsible for documenting drills to ensure that all drills are logged. Date to be Completed: 11/17/2017 <u>Deficiencies</u> The center's fire extinguishers is not inspected yearly. Last dated inspection 9/2016 Regulation: 8.16.2.29H(3)(k) <u>Corrective Action Plan</u> Equipment will be maintained and inspected yearly. Date to be Completed: 11/16/2017		Non-compliance

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Buildings, Grounds & Safety		
<p><u>Deficiencies</u> The center failed to conduct an emergency preparedness practice drills for at least once a quarter. Regulation: 8.16.2.29H(1)</p> <p><u>Corrective Action Plan</u> A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year. Date to be Completed: 11/16/2017</p>		
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Compliance	
8.16.2.29 J PETS	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.

	10/16/2017		10/16/2017
Surveyor: Kia Kennedy	Date	Facility Rep: Barbara Lindsey	Date