



### Facility

**Name:** *Parkside Child Development Center* **License Number:** *143844*  
**Address:** *3248 A Isleta SW, Albuquerque, NM 87105*  
**Phone:** *5058733426* **Fax:**  **E-mail:** *tamarabaca8825@yhao.com;*  
*archuletashayna@yahoo.com*

### License Information

**Type:** *4 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *05/15/2018* **Expiration Date:** *05/14/2019*

### Capacity

**Over Age 2:** *123* **Under Age 2:** *67* **Night Care:** *0* **Playground:** *103*  
**Square Footage:** *0*

### Census

**Over 2:** *68* **Under 2:** *18*

### Classrooms

**Number of Classrooms:** *11*

### Days and Hours of Operation

<b>Monday</b> <i>6:30 AM - 8:00 PM</i>	<b>Tuesday</b> <i>6:30 AM - 8:00 PM</i>	<b>Wednesday</b> <i>6:30 AM - 8:00 PM</i>	<b>Thursday</b> <i>6:30 AM - 8:00 PM</i>	<b>Friday</b> <i>6:30 AM - 8:00 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

### Inspection

**Date:** *09/18/2018* **Time In:** *9:40 AM* **Time Out:** *12:41 PM* **Purpose:** *Semi-Annual*

### Licensure

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>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Compliance</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>

**Licensure (continued)**

8.16.2.21 C Incident Reporting Requirements

*Not Inspected***Administrative Requirements**

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

**Non-compliance**

*Of the 12 children's records reviewed, 1 is/are missing a list of people authorized to pick up the child and an authorization form signed by the parent or guardian. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization.*

*Corrective Action Plan*

*Parents will be advised to review and add missing information. The center will review all children's records to ensure complete information and authorization is on file.*

Regulation: 8.16.2.22.E.1.c.

Date to be Completed: 10/18/2018

*Of the 12 children's records reviewed, 1 is/are missing the date the child first attended the center. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization. Corrected on site.*

*Corrective Action Plan*

*The first attendance date will be added and the center will review all children's records to ensure complete information is on file. Corrected on site.*

Regulation: 8.16.2.22.E.1.d.

Date to be Completed: 09/18/2018

*Of the 12 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.*

*Corrective Action Plan*

*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.*

Regulation: 8.16.2.22.E.1.e.

Date to be Completed: 10/18/2018

**8.16.2.22 E Children's Records (continued)****Non-compliance**

*Of the 12 children's records reviewed, 1 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.22 form for the child(ren) with missing information.*

**Corrective Action Plan**

*Parents will be advised to review and add missing information. The center will review all records to ensure information regarding allergies and medical conditions is on file.*

Regulation: 8.16.2.22.E.2.a.

Date to be Completed: 10/18/2018

*Of the 12 children's records reviewed, 1 is/are missing a signed parent or guardian acknowledgement that the parent handbook had been read and understood. See the Children's Records 8.16.2.22 form for the child(ren) who have this missing.*

**Corrective Action Plan**

*Parents will be advised to complete the statement. The center will review all children's records to ensure a signed acknowledgement is on file.*

Regulation: 8.16.2.22.E.1.l.

Date to be Completed: 10/18/2018

**8.16.2.22 F Personnel Records****Non-compliance**

*From the review of staff records, it was determined that 1 out of 15 staff records does/do not include the staff's position. See Staff Records 8.16.2.22 form for staff with this missing information.*

**Corrective Action Plan**

*The center will add the position to the record.*

Regulation: 8.16.2.22.F.1.b.

Date to be Completed: 10/18/2018

*From the review of staff records, it was determined that [ ] out of [ ] 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.*

**Corrective Action Plan**

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

Regulation: 8.16.2.22.F.1.c.

Date to be Completed: 10/18/2018

**8.16.2.22 F Personnel Records (continued)****Non-compliance**

*From the review of staff records, it was determined that 1 out of 15 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.*

Regulation: 8.16.2.22.F.1.n.

Date to be Completed: 10/18/2018

*From the review of staff records, it was determined that 1 out of 15 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.*

**Corrective Action Plan**

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

Regulation: 8.16.2.22.F.1.o.

Date to be Completed: 10/18/2018

**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****Non-compliance**

*From the review of staff records, it was determined that 1 out of 15 new staff does/do not have documentation of orientation training. See Staff Records 8.16.2.22 form for staff with missing documentation.*

**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.*

Regulation: 8.16.2.23.B.2.a.

Date to be Completed: 10/18/2018

*Educators did not complete the following training within 3-months: Health and Safety Training one educator needs to complete*

**Corrective Action Plan**

*All educators, regardless of the number of hours per week, will complete the above listed training. The following staff members need to complete the required training:*

Regulation: 8.16.2.23.B.2.b.

Date to be Completed: 10/18/2018

## Personnel & Staffing *(continued)*

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 *Not Inspected*

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, 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 ***Non-compliance***

*The center does not have on duty all educators currently certified in first aid and cardiopulmonary resuscitation (CPR).*

*Corrective Action Plan*

*All educators must be certified in first aid and cardiopulmonary resuscitation (CPR).*

Regulation: 8.16.2.26.B.1.

Date to be Completed: 10/18/2018

8.16.2.26 C Medication *Not Inspected*

**Health & Safety Requirements (continued)**

8.16.2.27 A-D Illness Requirements for Centers

Compliance

8.16.2.28 A-H Transportation Requirements for Centers

Not Inspected

**Buildings, Grounds & Safety**

8.16.2.29 A Housekeeping

**Non-compliance***The ventilation vents has a heavy accumulation of dust in room 2 and room 4..**Corrective Action Plan**A routine will be established to assess all areas of the premises for cleanliness, safety and potential hazards.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 10/18/2018

*The ceiling tiles in the infant room and room 4 are not clean as evidenced by stains.**Corrective Action Plan**Cleaning will be completed and a schedule for routine cleaning will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 10/18/2018

*The premises in the room 1 are not clean as evidenced by spider webs on the emergency lights.**Corrective Action Plan**Cleaning will be completed and a schedule for routine cleaning will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 10/18/2018

*The fixtures are not in good repair as evidenced by soap dispenser is cracked in room 8, Room 9 (restroom).**Corrective Action Plan**Repairs will be completed and a system for routine inspection of the center and premises will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 10/18/2018

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

**Buildings, Grounds & Safety (continued)**

8.16.2.29 G Toilet and Bathing Facilities

Compliance

8.16.2.29 H Safety Compliance

**Non-compliance**

*The center does not have documentation that a request for fire inspection had been made to the fire authority whose policy does not provide for an annual inspection of the center. Last inspection dated 8/2/17*

*Corrective Action Plan*

*The center will document the request date and to whom the request was made.*

Regulation: 8.16.2.29.H.3.e.

Date to be Completed: 10/18/2018

*The center does not have verification of an annual fire inspection from the fire authority having jurisdiction.*

*Corrective Action Plan*

*An annual fire inspection will be requested from the fire authority having jurisdiction over the center.*

Regulation: 8.16.2.29.H.3.e.

Date to be Completed: 10/18/2018

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

Compliance

8.16.2.29 J Pets

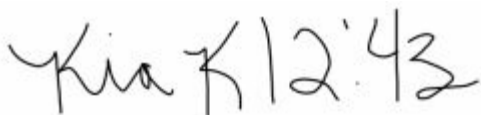
Compliance

**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: Tamara Baca Shayna Archuleta