

<b>Center Name:</b> Portales Head Start		<b>Address:</b> 501 E. 1st Street Portales, NM 88130			<b>Phone:</b> (575)356-8712			
<b>License Number:</b> 94583	<b>Issue Date:</b> 09/12/2017	<b>Expiration Date:</b> 03/12/2018	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed			
<b>Capacity</b>					<b>Census</b>			
Over Age 2:	58	Under Age 2:	0	Night Care:	0	Playground:	58	
					Over 2:	-	Under 2:	-
<b>Days and Hours of Operation</b>								
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	
Opening Times:	07:45	07:45	07:45	07:45	07:45	Closed	Closed	
Closing Times:	05:15 P	05:15 P	05:15 P	05:15 P	05:15 P			
<b># of Classrooms:</b> 3	<b>Purpose:</b> Follow-up		<b>Date:</b> 02/13/2018		<b>Time:</b> 10:06			
<b>Comments</b> Follow up on survey dated 01/11/2018. Via E-Mail  All Deficiencies have been cleared.								

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	Not Inspected
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Not Inspected
8.16.2.21 B CAPACITY OF CENTERS	Not Inspected
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	Not Inspected
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
8.16.2.22 E CHILDREN'S RECORDS	Not Inspected
8.16.2.22 F PERSONNEL RECORDS	Compliance
8.16.2.22 G PERSONNEL HANDBOOK	Not Inspected
Personnel & Staffing	
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Not Inspected
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING	Not Inspected


<b>Center Name:</b> Portales Head Start	<b>License Number:</b> 94583	<b>Date:</b> 02/13/2018
<b>Personnel &amp; Staffing</b>		
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES		Not Inspected
<b>Services &amp; Care of Children</b>		
8.16.2.24 A GUIDANCE		Not Inspected
8.16.2.24 B NAPS OR REST PERIOD		Not Inspected
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS		Not Inspected
8.16.2.24 D DIAPERING AND TOILETING		Not Inspected
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS		Not Inspected
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		Not Inspected
8.16.2.24 I EQUIPMENT AND PROGRAM		Not Inspected
8.16.2.24 J OUTDOOR PLAY AREAS		Not Inspected
8.16.2.24 K SWIMMING, WADING AND WATER		Not Inspected
8.16.2.24 L FIELD TRIPS		Not Inspected
<b>Food Service</b>		
8.16.2.25 B MEALS AND SNACKS		Not Inspected
8.16.2.25 C MENUS		Not Inspected
8.16.2.25 D KITCHENS		Not Inspected
8.16.2.25 E MEAL TIMES		Not Inspected
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE		Not Inspected
8.16.2.26 B FIRST AID REQUIREMENTS		Not Inspected
8.16.2.26 C MEDICATION		Not Inspected
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Not Inspected
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		Not Inspected
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING		Not Inspected
8.16.2.29 B PEST CONTROL		Not Inspected
8.16.2.29 C MECHANICAL SYSTEMS		Not Inspected
8.16.2.29 D WATER AND WASTE		Not Inspected
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Not Inspected
8.16.2.29 F EXITS AND WINDOWS		Not Inspected
8.16.2.29 G TOILET AND BATHING FACILITIES		Not Inspected
8.16.2.29 H SAFETY COMPLIANCE		Not Inspected


<b>Center Name:</b> Portales Head Start	<b>License Number:</b> 94583	<b>Date:</b> 02/13/2018
--	---------------------------------	----------------------------

**Buildings, Grounds & Safety**

<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>	Not Inspected
<b>8.16.2.29 J PETS</b>	Not Inspected

**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.**

  
 Susie Aragon 10:11  
 02/13/2018

  
 Diane Lucero  
 02/13/2018

Surveyor: Susie Aragon	Date	Facility Rep: Diane Lucero	Date
------------------------	------	----------------------------	------