



Center Name: Raquel Montalvo			Address: 116 Lomalinda Sunland Park, NM 88063			Phone: (915)740-4601		
License Number: 96579	Issue Date: 05/28/2016	Expiration Date: 05/27/2017	Type: 2 Star Group Child Care Home			Status: Licensed		
Capacity Over Age 2: 8 Under Age 2: 4 Night Care: 0 Playground: 0						Census Over 2: 1 Under 2: 1		
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:	04:00 AM	04:00	04:00 AM	04:00 AM		10:00 AM	Closed	
Closing Times:	07:00 PM	07:00 PM	07:00 PM	07:00 PM		09:00 PM		
# of Classrooms: 1	Purpose: Annual			Date: 03/27/2017		Time: 03:50 PM		
Comments								

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:

Licensure	
8.16.2.31 A LICENSING REQUIREMENTS	Compliance
8.16.2.31 B CAPACITY OF A HOME	Compliance
8.16.2.31 C INCIDENT REPORTING REQUIREMENTS	N/A
Administrative Requirements	
8.16.2.32 A ADMINISTRATIVE RECORDS	Compliance
8.16.2.32 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Compliance
8.16.2.32 C PARENT HANDBOOK	N/A
8.16.2.32 D CHILDREN'S RECORDS <u>Deficiencies</u> Of the 10 children's records reviewed, 3 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.32 form for the child(ren) with no immunization/exemption. Regulation: 8.16.2.32D(1)(e) <u>Corrective Action Plan</u> The home will review a child's record to ensure complete information has been obtained before a child is admitted. Date to be Completed: 04/20/2017	Non-compliance

Center Name: Raquel Montalvo	License Number: 96579	Date: 03/27/2017
Administrative Requirements		
<p><u>Deficiencies</u> Of the 10 children's records reviewed, 3 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.32 form for the child(ren) with missing information. Regulation: 8.16.2.32D(2)(b)</p> <p><u>Corrective Action Plan</u> The home will review a child's record to ensure complete information has been obtained before a child is admitted. Date to be Completed: 04/27/2017</p> <p><u>Deficiencies</u> Of the 10 children's records reviewed, 1 is/are missing the name and telephone number of a physician or emergency medical center authorized by a parent or guardian to contact in case of illness or emergency. See Children's Records 8.16.2.32 form for the child(ren) with missing information. Regulation: 8.16.2.32D(2)(c)</p> <p><u>Corrective Action Plan</u> The home will review a child's record to ensure complete information has been obtained before a child is admitted. Date to be Completed: 04/27/2017</p>		
8.16.2.32 E PERSONNEL RECORDS	Compliance	
8.16.2.32 F PERSONNEL HANDBOOK	N/A	
Personnel & Staffing		
8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
<p>8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 2 staff working more than 20 hours a week, has/have no documentation of at least 12 hours of annual training in the approved subject areas See Staff Records 8.16.2.32 for staff missing documentation of training. Regulation: 8.16.2.33B(3)</p> <p><u>Corrective Action Plan</u> Annual training will be completed as required and documentation retained on file. Date to be Completed: 04/27/2017</p>	Non-compliance	
Services & Care of Children		
8.16.2.34 A GUIDANCE	Compliance	
8.16.2.34 B NAPS OR REST PERIOD	Not Inspected	
8.16.2.34 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS	Compliance	
8.16.2.34 D DIAPERING AND TOILETING	Compliance	
8.16.2.34 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	N/A	
8.16.2.34 F NIGHT CARE	N/A	

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Services & Care of Children		
8.16.2.34 G PHYSICAL ENVIRONMENT	Compliance	
8.16.2.34 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Compliance	
8.16.2.34 I EQUIPMENT AND PROGRAM	Compliance	
8.16.2.34 J OUTDOOR PLAY	Compliance	
8.16.2.34 K SWIMMING, WADING AND WATER	N/A	
8.16.2.34 L FIELD TRIPS	Compliance	
Food Service		
8.16.2.35 B MEALS AND SNACKS	Compliance	
8.16.2.35 C MENUS	Compliance	
8.16.2.35 D KITCHENS	Compliance	
8.16.2.35 E MEAL TIMES	Not Inspected	
Health & Safety Requirements		
8.16.2.36 A HYGIENE	Compliance	
8.16.2.36 B FIRST AID REQUIREMENTS	Compliance	
8.16.2.36 C MEDICATION	N/A	
8.16.2.36 D ILLNESS AND NOTIFIABLE DISEASES	Compliance	
8.16.2.37 A-G TRANSPORTATION REQUIREMENTS FOR HOMES	Compliance	
Buildings, Grounds & Safety		
8.16.2.38 A HOUSEKEEPING	Compliance	
8.16.2.38 B PEST CONTROL	N/A	
8.16.2.38 C MECHANICAL SYSTEMS	Compliance	
8.16.2.38 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL	Compliance	
8.16.2.38 E EXITS	Compliance	
8.16.2.38 F TOILET AND BATHING FACILITIES	Compliance	
8.16.2.38 G SAFETY COMPLIANCE	Compliance	
8.16.2.38 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Compliance	
8.16.2.38 I PETS	Compliance	

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.

Emma Gonzales 4:45

03/27/2017

Raquel Montalvo

03/27/2017

Surveyor: Emma Gonzales

Date

Facility Rep: Raquel Montalvo

Date