



|   |                                  |                                       |  |                            |               |   |               |  |
|---|----------------------------------|---------------------------------------|--|----------------------------|---------------|---|---------------|--|
| <b>Center Name:</b><br>Region IX Head Start - Capitan   |                                  |                                       | <b>Address:</b><br>519 Smokey Bear Blvd<br>Capitan, NM 88316 |                            |               | <b>Phone:</b><br>(575)354-8559            |               |  |
| <b>License Number:</b><br>69560   | <b>Issue Date:</b><br>11/29/2017 | <b>Expiration Date:</b><br>11/28/2018 | <b>Type:</b><br>5 Star FOCUS Child Care Center               |                            |               | <b>Status:</b><br>Licensed                |               |  |
| <b>Capacity</b><br>Over Age 2: 29    Under Age 2: 0    Night Care: 0    Playground: 42  |                                  |                                       |  |                            |               | <b>Census</b><br>Over 2: 13    Under 2: 0 |               |  |
| <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 AM                         | 07:45 AM                              | 07:45 AM   | 07:45 AM                   | 07:45 AM      | Closed                                    | Closed        |  |
| Closing Times:  | 02:15 PM                         | 02:15 PM                              | 02:15 PM   | 02:15 PM                   | 02:15 PM      |   |               |  |
| <b># of Classrooms:</b><br>1  | <b>Purpose:</b><br>Semi-Annual   |                                       |  | <b>Date:</b><br>03/13/2018 |               | <b>Time:</b><br>10:00 AM                  |               |  |
| <b>Comments</b><br>Facility has NAEYC Accreditation. Expiration 1/1/2020<br><br>Note: Facility will be moving location in September 2018.<br><br>Did not observe Meal time or Nap time due to the time of survey. |                                  |                                       |  |                            |               |   |               |  |

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                             | Not Inspected |
| 8.16.2.21 B CAPACITY OF CENTERS                                | Compliance    |
| 8.16.2.21 C INCIDENT REPORTING REQUIREMENTS                    | Not Inspected |
| Administrative Requirements                                    |               |
| 8.16.2.22 A ADMINISTRATION RECORDS                             | Compliance    |
| 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 |

|   |                                 |                            |
|---|---------------------------------|----------------------------|
| <b>Center Name:</b><br>Region IX Head Start - Capitan               | <b>License Number:</b><br>69560 | <b>Date:</b><br>03/13/2018 |
| <b>Personnel &amp; Staffing</b>                                     |                                 |                            |
| 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                      |                            |
| <b>Services &amp; Care of Children</b>                              |                                 |                            |
| 8.16.2.24 A GUIDANCE  | Compliance                      |                            |
| 8.16.2.24 B NAPS OR REST PERIOD                                     | Not Inspected                   |                            |
| 8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS        | N/A                             |                            |
| 8.16.2.24 D DIAPERING AND TOILETING                                 | N/A                             |                            |
| 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                                   | Compliance                      |                            |
| 8.16.2.24 J OUTDOOR PLAY AREAS                                      | Compliance                      |                            |
| 8.16.2.24 K SWIMMING, WADING AND WATER                              | N/A                             |                            |
| 8.16.2.24 L FIELD TRIPS   | N/A                             |                            |
| <b>Food Service</b>   |                                 |                            |
| 8.16.2.25 B MEALS AND SNACKS  | Not Inspected                   |                            |
| 8.16.2.25 C MENUS   | Compliance                      |                            |
| 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   | Compliance                      |                            |
| 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               | N/A                             |                            |
| <b>Buildings, Grounds &amp; Safety</b>                              |                                 |                            |
| 8.16.2.29 A HOUSEKEEPING  | Compliance                      |                            |
| 8.16.2.29 B PEST CONTROL  | Not Inspected                   |                            |
| 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                      |                            |

**Center Name:**

Region IX Head Start - Capitan

**License Number:**

69560

**Date:**

03/13/2018

**Buildings, Grounds & Safety**

**8.16.2.29 G TOILET AND BATHING FACILITIES**

Compliance

**8.16.2.29 H SAFETY COMPLIANCE**

Compliance

**8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES**

Not Inspected

**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.**



03/13/2018



03/13/2018

Surveyor: Sandra Connolly

Date

Facility Rep: Joanie Bingermann

Date