

<b>Center Name:</b> Rosa Anchondo		<b>Address:</b> 3421 Abbey Court NW Albuquerque, NM 87120			<b>Phone:</b> (505)907-0648		
<b>License Number:</b> 165998	<b>Issue Date:</b> 11/18/2016	<b>Expiration Date:</b> 02/16/2017	<b>Type:</b> 2 Star Family Child Care Home		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	4	Under Age 2:	2	Night Care:	0	Playground:	0
		Over 2:	2	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:	06:00 AM	06:00 AM					Closed
Closing Times:	06:00 AM	06:00 AM					
<b># of Classrooms:</b> 1		<b>Purpose:</b> Follow-up		<b>Date:</b> 01/27/2017		<b>Time:</b> 10:00 AM	
<b>Comments</b> This is a follow up to initial and 2 STAR							

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

Licensure	
<b>8.16.2.31 A LICENSING REQUIREMENTS</b>	Not Inspected
<b>8.16.2.31 B CAPACITY OF A HOME</b>	Compliance
<b>8.16.2.31 C INCIDENT REPORTING REQUIREMENTS</b>	Not Inspected
Administrative Requirements	
<b>8.16.2.32 A ADMINISTRATIVE RECORDS</b>	Compliance
<b>8.16.2.32 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT</b>	Compliance
<b>8.16.2.32 C PARENT HANDBOOK</b>  <u>Deficiencies</u> The child care home does not have a complete parent handbook. The following general information needs to be included: statement supportive of family involvement that includes an open door policy to the classroom; appropriate dress for children, including request for extra change of clothes; celebrating holidays, birthdays and parties; disclosure to parents that the licensee does not have liability or accident insurance coverage. The home's policies and procedures regarding the following need to be included: enrollment procedures; disenrollment procedures; snow days and school closure; policies and procedures shall include how the home will maintain a positive environment and will focus on preventing the expulsion of children age birth to five.; the home must develop policies that include clear, appropriate, consistent expectations, and consequences to address disruptive student behaviors; and ensure fairness, equity, and continuous improvement..  <b>Regulation:</b> 8.16.2.32C(1)(2)  <u>Corrective Action Plan</u> A parent handbook with required general information and policies and procedures will be completed and distributed.  <b>Date to be Completed:</b> 02/27/2017	Non-compliance
<b>8.16.2.32 D CHILDREN'S RECORDS</b>	Non-compliance

**Center Name:**

Rosa Anchondo

**License Number:**

165998

**Date:**

01/27/2017

### Administrative Requirements

#### **Deficiencies**

Of 2 children's records reviewed, 1 is/are missing complete child demographic information as follows: no file. See Children's Records 8.16.2.32 form for the child(ren) with missing information.

**Regulation:** 8.16.2.32D(1)(a)

#### **Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 02/28/2017

#### **Deficiencies**

Of the 2 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 8.16.2.32 form for the child(ren) with missing information and/or authorization.

**Regulation:** 8.16.2.32D(1)(c)

#### **Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 02/27/2017

#### **Deficiencies**

Of the 2 children's records reviewed, 1 is/are missing the date the child first attended the home. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization.

**Regulation:** 8.16.2.32D(1)(d)

#### **Corrective Action Plan**

The first attendance date will be added.

**Date to be Completed:** 02/27/2017

#### **Deficiencies**

Of the 2 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 8.16.2.32 form for the child(ren) with no immunization/exemption.

**Regulation:** 8.16.2.32D(1)(e)

#### **Corrective Action Plan**

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

**Date to be Completed:** 02/27/2017

#### **Deficiencies**

Of the 2 children's records reviewed, 1 is/are missing a record of accidents, injuries or illnesses that required first aid or medical attention which must be reported to a parent or guardian. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization.

**Regulation:** 8.16.2.32D(1)(f)

#### **Corrective Action Plan**

The home will include reports of accidents, injuries or illnesses that required first aid or medical attention in the appropriate child's file.

**Date to be Completed:** 02/27/2017

<b>Center Name:</b> Rosa Anchondo	<b>License Number:</b> 165998	<b>Date:</b> 01/27/2017
<b>Administrative Requirements</b>		
<b>Deficiencies</b> Of the 1 children's records reviewed, 1 is/are missing written authorization, containing fieldtrip destination, date and time of fieldtrip and expected return time, from the child's parent or guardian to remove the child from the premises to participate in off-site activities. See Children's Records 8.16.2.32 form for the child(ren) with missing information and/or authorization. <b>Regulation:</b> 8.16.2.32D(1)(g)		
<b>Corrective Action Plan</b> Written permission from the child's parent or guardian will be obtained prior to taking the child off site. <b>Date to be Completed:</b> 02/27/2017		
<b>8.16.2.32 E PERSONNEL RECORDS</b>		Compliance
<b>8.16.2.32 F PERSONNEL HANDBOOK</b>		N/A
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS</b>		Compliance
<b>8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING</b>		Compliance
<b>Services &amp; Care of Children</b>		
<b>8.16.2.34 A GUIDANCE</b>		Compliance
<b>8.16.2.34 B NAPS OR REST PERIOD</b>		Compliance
<b>8.16.2.34 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>		Not Inspected
<b>8.16.2.34 D DIAPERING AND TOILETING</b>		Not Inspected
<b>8.16.2.34 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>		Not Inspected
<b>8.16.2.34 F NIGHT CARE</b>		Not Inspected
<b>8.16.2.34 G PHYSICAL ENVIRONMENT</b>		Compliance
<b>8.16.2.34 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>		Compliance
<b>8.16.2.34 I EQUIPMENT AND PROGRAM</b>		Compliance
<b>8.16.2.34 J OUTDOOR PLAY</b>		Compliance
<b>8.16.2.34 K SWIMMING, WADING AND WATER</b>		Not Inspected
<b>8.16.2.34 L FIELD TRIPS</b>		Not Inspected
<b>Food Service</b>		
<b>8.16.2.35 B MEALS AND SNACKS</b>		Compliance
<b>8.16.2.35 C MENUS</b>		Compliance
<b>8.16.2.35 D KITCHENS</b>		Compliance
<b>8.16.2.35 E MEAL TIMES</b>		Compliance
<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.36 A HYGIENE</b>		Compliance
<b>8.16.2.36 B FIRST AID REQUIREMENTS</b>		Not Inspected

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<b>Health &amp; Safety Requirements</b>		
8.16.2.36 C MEDICATION		Not Inspected
8.16.2.36 D ILLNESS AND NOTIFIABLE DISEASES		Not Inspected
8.16.2.37 A-G TRANSPORTATION REQUIREMENTS FOR HOMES		Not Inspected
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.38 A HOUSEKEEPING		Compliance
8.16.2.38 B PEST CONTROL		Not Inspected
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.

SF 12

01/27/2017

Rosa Anchondo

01/27/2017

Surveyor: Sylvia Foster

Date

Facility Rep: Rosa Anchondo

Date