

<b>Center Name:</b> Roswell ASP/EI Capitan Elem.		<b>Address:</b> 2807 W. Bland Roswell, NM 88203			<b>Phone:</b> (575)623-9438			
<b>License Number:</b> 53039	<b>Issue Date:</b> 11/21/2016	<b>Expiration Date:</b> 11/20/2017	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed			
<b>Capacity</b>					<b>Census</b>			
Over Age 2:	50	Under Age 2:	0	Night Care:	0	Playground:	50	
		Over 2:	18	Under 2:	0			
<b>Days and Hours of Operation</b>								
<b>Morning</b>		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:							Closed	Closed
Closing Times:								
<b>Afternoon</b>		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:		03:00 P	03:00 P	01:45 P	03:00 P	03:00 P		
Closing Times:		05:30 P	05:30 P	03:00 P	05:00 PM	05:30 P		
<b># of Classrooms:</b> 1		<b>Purpose:</b> Annual		<b>Date:</b> 10/11/2017		<b>Time:</b> 08:40 AM		
<b>Comments</b> Survey visit was made at center on 09/21/17 at 2:55 pm until 3:50 pm. Personel files were reviewed on 10/11/2017. .								

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

### Licensure

<b>8.16.2.40 A LICENSING REQUIREMENTS</b>	Compliance
<b>8.16.2.40 B CAPACITY OF A PROGRAM</b>	Compliance
<b>8.16.2.40 C, D INCIDENT REPORTING REQUIREMENTS</b>	Compliance

### Administrative Requirements

<b>8.16.2.41 A ADMINISTRATION RECORDS</b>  <u>Deficiencies</u> The program failed to display in a prominent place the last inspection/survey. <b>Regulation:</b> 8.16.2.41A  <u>Corrective Action Plan</u> The program will post the missing item(s). <b>Date to be Completed:</b> 10/13/2017	Non-compliance
<b>8.16.2.41 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT</b>	Compliance
<b>8.16.2.41 C PARENT HANDBOOK</b>	Compliance
<b>8.16.2.41 D, 8.16.2.42 D CHILDREN'S RECORDS</b>	Compliance

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<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b> Of the 39 children's records reviewed, 11 is/are missing the date the child first attended the program. See Children's Records 8.16.2.41 form for the child(ren) with missing information. <b>Regulation:</b> 8.16.2.41D(1)(d)</p> <p><b><u>Corrective Action Plan</u></b> The first attendance date will be added and the program will review all children's records to ensure complete information is on file. Files were corrected on site. <b>Date to be Completed:</b> 10/11/2017</p>		
<b>8.16.2.41 E PERSONNEL RECORDS</b>	Compliance	
<b>8.16.2.41 F PERSONNEL HANDBOOK</b>	Compliance	
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.42 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Non-compliance	
<p><b><u>Deficiencies</u></b> Interest area in the classroom are not well defined. <b>Regulation:</b> 8.16.2.42(A)10(a)</p> <p><b><u>Corrective Action Plan</u></b> The number of children who may be in a group and the number of caregivers is specified in Paragraph (9) of Subsection A of 8.16.2.42 NMAC. More than one group of children may occupy a room, provided the following conditions specified in Paragraph (10) of Subsection A of 8.16.2.42 NMAC are met. <b>Date to be Completed:</b> 10/06/2017</p> <p><b><u>Deficiencies</u></b> Activity/interest area in the classroom did not have a posted capacity. <b>Regulation:</b> 8.16.2.42(A)10(b)</p> <p><b><u>Corrective Action Plan</u></b> The number of children who may be in a group and the number of caregivers is specified in Paragraph (9) of Subsection A of 8.16.2.42 NMAC. More than one group of children may occupy a room, provided the following conditions specified in Paragraph (10) of Subsection A of 8.16.2.42 NMAC are met. <b>Date to be Completed:</b> 10/13/2017</p>		
<b>8.16.2.42 B STAFF QUALIFICATIONS</b>	Compliance	
<b>8.16.2.42 C TRAINING</b>	Compliance	
<b>Services &amp; Care of Children</b>		
<b>8.16.2.43 A GUIDANCE</b>	Compliance	
<b>8.16.2.43 B PHYSICAL ENVIRONMENT</b>	Compliance	
<b>8.16.2.43 C SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	Compliance	
<b>8.16.2.43 D EQUIPMENT AND PROGRAM</b>	Compliance	
<b>8.16.2.43 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	Compliance	
<b>8.16.2.43 G SWIMMING, WADING AND WATER</b>	N/A	
<b>8.16.2.43 H FIELD TRIPS</b>	N/A	

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<b>Services &amp; Care of Children</b>		
8.16.2.43 F OUTDOOR PLAY AREAS		Compliance
<b>Food Service</b>		
8.16.2.44 B MEALS AND SNACKS		Compliance
8.16.2.44 C KITCHENS		Compliance
<b>Health &amp; Safety Requirements</b>		
8.16.2.45 A HYGIENE		Compliance
8.16.2.45 B FIRST AID REQUIREMENTS		Compliance
8.16.2.45 C MEDICATION		Compliance
8.16.2.45 D ILLNESSES		Compliance
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS		N/A
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.47 A HOUSEKEEPING		Compliance
8.16.2.47 B PEST CONTROL		Not Inspected
8.16.2.47 C MECHANICAL SYSTEMS		Compliance
8.16.2.47 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Compliance
8.16.2.47 E EXITS AND WINDOWS		Compliance
8.16.2.47 F TOILET AND BATHING FACILITIES		Compliance
8.16.2.47 G SAFETY COMPLIANCE		Compliance
8.16.2.47 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Compliance
8.16.2.47 G, I 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.

*Nicholas Conde 11:45 AM*

10/11/2017

*Mary Dawe*

10/11/2017

Surveyor: Nicholas Conde

Date

Facility Rep: Mary Dawe

Date