



Children, Youth and Families Department
Child Care Licensing
SURVEY REPORT

Center Name: Ruby Roybal			Address: 2310 N. Garden Roswell, NM 88201			Phone: (575)622-1274		
License Number: 59973	Issue Date: 04/1/2016	Expiration Date: 03/31/2017	Type: 2 Star Group Child Care Home			Status: Licensed		
Capacity Over Age 2: 4 Under Age 2: 8 Night Care: 0 Playground: 0						Census Over 2: 7 Under 2: 0		
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:	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM
Closing Times:	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM
# of Classrooms: 2		Purpose: Annual		Date: 01/30/2017		Time: 02:03 PM		
Comments The fire extinguisher was last inspected January 2016. The provider called the inspection company and set an appointment for tomorrow January 31, 2017. Technical Assistance was provided on Expulsion and Disaster Plan. The surveyor will bring examples to the provider to help with understanding the updated requirements.								

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	Compliance
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 <u>Deficiencies</u> The home's policies and procedures regarding the following need to be included: policies and procedures for expulsion of children. Regulation: 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. Date to be Completed: 03/31/2017	Non-compliance
8.16.2.32 D CHILDREN'S RECORDS	Compliance
8.16.2.32 E PERSONNEL RECORDS	Non-compliance

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Administrative Requirements		
<p><u>Deficiencies</u> The home does not have documentation of a background check within 5 years for caregiver(s). The provider could not locate the letters from Background Check Unit giving clearance within the last five years for two providers. Regulation: 8.16.2.32E(1)</p> <p><u>Corrective Action Plan</u> Documentation of a background check and employment history verification for all staff members and all adults living in the home. A background check must be conducted at least once every five years on all required individuals. The provider will locate the letters or submit for new clearances. Date to be Completed: 02/03/2017</p>		
8.16.2.32 F PERSONNEL HANDBOOK	Compliance	
Personnel & Staffing		
8.16.2.33 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
8.16.2.33 B STAFF QUALIFICATIONS AND TRAINING	Compliance	
Services & Care of Children		
8.16.2.34 A GUIDANCE	Compliance	
8.16.2.34 B NAPS OR REST PERIOD <u>Deficiencies</u> The home does not provide an individual bed, cot, or mat for each child. The provider has mats for the children to use but elected not to use them on this day. Regulation: 8.16.2.34B(3) <u>Corrective Action Plan</u> An individual bed, cot, or mat will be provided for each child. Date to be Completed: 02/03/2017	Non-compliance	
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	Compliance	
8.16.2.34 F NIGHT CARE	Not Inspected	
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	Not Inspected	
8.16.2.34 L FIELD TRIPS	Not Inspected	
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	

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Food Service		
8.16.2.35 E MEAL TIMES	Compliance	
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	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.

 01/30/2017	 01/30/2017
Surveyor: Allen Anderson	Facility Rep: Ruby Roybal