



Facility

Name: *Safe Site @ Raymond Gabaldon Elementary* **License Number:** *161292*
Address: *454 Coronado, Los Lunas, NM 87031*
Phone: *5059912790* **Fax:** **E-mail:** *n/a*

License Information

Type: *2 Star Child Care Center* **Status:** *Licensed* **Issue Date:** *12/04/2017* **Expiration Date:** *12/03/2018*

Capacity

Over Age 2: *94* **Under Age 2:** *0* **Night Care:** *0* **Playground:** *94*
Square Footage: *0*

Census

Over 2: *15* **Under 2:** *0*

Classrooms

Number of Classrooms: *1*

Days and Hours of Operation - Morning

Monday <i>6:00 AM - 7:30 AM</i>	Tuesday <i>6:00 AM - 7:30 AM</i>	Wednesday <i>6:00 AM - 7:30 AM</i>	Thursday <i>6:00 AM - 7:30 AM</i>	Friday <i>6:00 AM - 7:30 AM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Days and Hours of Operation - Afternoon

Monday <i>2:30 PM - 6:00 PM</i>	Tuesday <i>2:30 PM - 6:00 PM</i>	Wednesday <i>2:30 PM - 6:00 PM</i>	Thursday <i>2:30 PM - 6:00 PM</i>	Friday <i>2:30 PM - 6:00 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *10/01/2018* **Time In:** *2:30 PM* **Time Out:** *3:45 PM* **Purpose:** *Annual*

Licensure

8.16.2.40 A Licensing Requirements

Non-compliance

The licensee did not obtain background checks on all staff, volunteers and prospective staff as per the requirements outlined in the department's most current version of the Background Check and Employment History Verification provisions. All requirements of the current background check and employment history verification provisions pursuant to 8.83NMAC must be met prior to the issuance of an initial license. A request for a background check must be submitted prior to a staff member's employment. A background check must be conducted in accordance with 8.8.3 NMAC at least every five years on all required individuals. 1 of 2 educators are not background checked every 5 years.

Corrective Action Plan

Please ensure that the licensee obtains background checks on all staff, volunteers, and prospective staff as per the requirement outlined in the department's most current version of the Background Check and Employment History Verification provisions. All requirements of the current background check and employment history verification provisions pursuant to 8.83NMAC must be met prior to the issuance of an initial license. A request for a background check must be submitted prior to a staff member's employment. A background check must be conducted in accordance with 8.8.3 NMAC at least every five years on all required individuals.

Regulation: 8.16.2.40.A.3.

Date to be Completed: 10/31/2018

8.16.2.40 B Capacity of a Program

Compliance

8.16.2.40 C,D Incident Reporting Requirements

Not Inspected

Administrative Requirements

8.16.2.41 A Administrative Records

Compliance

8.16.2.41 B Mission, Philosophy and Curriculum Statement

Compliance

8.16.2.41 C Parent Handbook

Compliance

8.16.2.41 D Children's Records

Compliance

8.16.2.41 E Personnel Records

Non-compliance

The center failed to have 2 out of 2 person(s) providing care to sign an annual statement that they have, or have never had, an arrest or substantiated referral to a child protective services agency.

Corrective Action Plan

The center will put processes in place to ensure that all care giving staff sign annual statements of non-conviction.

Regulation: 8.16.2.41.E.1.f

Date to be Completed: 10/31/2018

8.16.2.41 E Personnel Records (continued)**Non-compliance**

From the review of staff records, it was determined that 2 out of 2 staff records does/do not include documentation of training by date, time, hours and area of competency or a training certificate. See Staff Records 8.16.2.41 form for staff with missing documentation.

Corrective Action Plan

The program will obtain verification of all training and retain on file.

Regulation: 8.16.2.41.E.1.h.

Date to be Completed: 10/31/2018

The center does not have a written plan for ongoing professional development for each staff member, the director.

Corrective Action Plan

A written plan for employee development will be developed.

Regulation: 8.16.2.41.E.1.k.

Date to be Completed: 10/31/2018

8.16.2.41 F Personnel Handbook*Compliance***Personnel & Staffing****8.16.2.42 A Personnel and Staffing Requirements***Compliance***8.16.2.42 B Staff Qualifications***Compliance***8.16.2.42 C Training***Compliance***Services & Care of Children****8.16.2.43 A Guidance***Compliance***8.16.2.43 B Physical Environment***Compliance***8.16.2.43 C Social-Emotional Responsive Environment***Compliance***8.16.2.43 D Equipment and Program***Compliance***8.16.2.43 E Additional Requirements for Children with Special Needs***Compliance***8.16.2.43 F Outdoor Play Areas***Compliance***8.16.2.43 G Swimming, Wading and Water***N/A***8.16.2.43 H Field Trips***Not Inspected***Food Service****8.16.2.44 B Meals and Snacks***Compliance*

Health & Safety Requirements (continued)8.16.2.44 C Kitchens Compliance**Health & Safety Requirements**8.16.2.45 A Hygiene Compliance8.16.2.45 B First Aid Requirements Compliance8.16.2.45 C Medication N/A8.16.2.45 D Illnesses Compliance8.16.2.46 A-H Transportation Requirements N/A**Buildings, Grounds & Safety**8.16.2.47 A Housekeeping Compliance8.16.2.47 B Pest Control Compliance8.16.2.47 C Mechanical Systems Compliance8.16.2.47 D Lighting, Lighting Fixtures and Electrical Compliance8.16.2.47 E Exits and Windows Compliance8.16.2.47 F Toilet and Bathing Facilities: Compliance8.16.2.47 G Safety Compliance: **Non-compliance**

*The program does not have verification of an annual fire inspection from the fire authority having jurisdiction.
Posted fire inspection expired 9-2018*

Corrective Action Plan

An annual fire inspection will be requested from the fire authority having jurisdiction over the program.

Regulation: 8.16.2.47.G.3.

Date to be Completed: 10/31/2018

8.16.2.47 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances Compliance8.16.2.47 I Pets N/A**Additional Comments**

None

Signatures

Please Note: Per CYFD regulation NMAC 8.16.2, failure to comply with the corrective action plans noted above, may result in further action taken against the licensee.



Surveyor: *Mark Prizzi*



Facility Representative: *Felix Candelaria Marissa Candelaria*