

Center Name: Safe Site @ Raymond Gabaldon Elementary		Address: 454 Coronado Los Lunas, NM 87031			Phone: (505)991-2790			
License Number: 161292	Issue Date: 12/4/2016	Expiration Date: 12/3/2017	Type: 2 Star Child Care Center		Status: Licensed			
Capacity					Census			
Over Age 2:	94	Under Age 2:	0	Night Care:	0	Playground:	94	
		Over 2:	19	Under 2:	0			
Days and Hours of Operation								
	<u>Morning</u>	<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	06:00 AM	06:00 AM	06:00 AM	Closed	Closed
Closing Times:		07:30 AM	07:30 AM	07:30 AM	07:30 AM	07:30 AM		
	<u>Afternoon</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:		02:30 PM	02:30 PM	02:30 PM	02:30 PM	02:30 PM		
Closing Times:		06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
# of Classrooms: 1		Purpose: Annual		Date: 01/05/2017		Time: 08:28 AM		
Comments Paper survey dated 10/5/16								

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

Licensure

8.16.2.40 A LICENSING REQUIREMENTS <u>Deficiencies</u> The program did not submit a new application to the licensing authority before changing director. Regulation: 8.16.2.40A(2) <u>Corrective Action Plan</u> Submit a new application to the license authority. Date to be Completed: 11/04/2016	Non-compliance
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 ADMINISTRATION RECORDS <u>Deficiencies</u> The program failed to display in a prominent place the dated weekly menus for meals and snacks; last inspection/survey. Regulation: 8.16.2.41A <u>Corrective Action Plan</u> The program will post the missing item(s). Date to be Completed: 11/04/2016	Non-compliance
8.16.2.41 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Compliance
8.16.2.41 C PARENT HANDBOOK	Non-compliance

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Administrative Requirements

Deficiencies
 The program did not have a parent handbook that included policies and procedures. The program's policies and procedures regarding the following need to be included: expulsion policy.
Regulation: 8.16.2.41C(2)(c)

Corrective Action Plan
 A parent handbook with required general information and program policies and procedures will be completed and distributed.
Date to be Completed: 11/04/2016

8.16.2.41 D, 8.16.2.42 D CHILDREN'S RECORDS	Compliance
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<p>8.16.2.41 E PERSONNEL RECORDS</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 2 staff records does/do not include a background check on site. See Staff Records 8.16.2.41 form for staff with this missing information. Regulation: 8.16.2.41E(1)(e)</p> <p><u>Corrective Action Plan</u> The program will obtain documentation of a background check. Date to be Completed: 10/05/2016</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 2 staff, including substitutes and volunteers who have direct contact with the children, does/do not have a complete file as required in 8.16.2.42E. See Staff Records 8.16.2.41 form for staff with an incomplete file. File was at main location Regulation: 8.16.2.41E(1)</p> <p><u>Corrective Action Plan</u> The program will complete a file for each staff including substitutes and volunteers . Date to be Completed: 11/04/2016</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 2 staff records does/do not include documentation of first-aid and cardiopulmonary resuscitation training onsite. See Staff Records 8.16.2.41 form for staff without verification of training. Regulation: 8.16.2.41E(1)(g)</p> <p><u>Corrective Action Plan</u> The program will obtain documentation of first-aid and CPR training and retain on file. Date to be Completed: 11/04/2016</p>	<p>Non-compliance</p>
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Administrative Requirements		
<p><u>Deficiencies</u> From the review of staff records, it was determined that 2 out of 2 staff records does/do not include a current work schedule and daily sign in sheet that includes the time of arrival and departure and breaks and lunch. See Staff Records 8.16.2.41 form for staff who need to have a work schedule. Regulation: 8.16.2.41E(2)</p> <p><u>Corrective Action Plan</u> The program will add the work schedule and maintain dated weekly work schedules for the director, all staff, all care givers and volunteers. Date to be Completed: 11/04/2016</p>		
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 G SWIMMING, WADING AND WATER		N/A
8.16.2.43 H FIELD TRIPS		Not Inspected
8.16.2.43 F OUTDOOR PLAY AREAS		Compliance
Food Service		
<p>8.16.2.44 B MEALS AND SNACKS</p> <p><u>Deficiencies</u> Water was not freely available to the children. Regulation: 8.16.2.44B(6)</p> <p><u>Corrective Action Plan</u> The program will make water freely available to the children. Date to be Completed: 11/04/2016</p>		Non-compliance
8.16.2.44 C KITCHENS		Compliance
Health & Safety Requirements		
8.16.2.45 A HYGIENE		Compliance
8.16.2.45 B FIRST AID REQUIREMENTS		Non-compliance

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Health & Safety Requirements

<p><u>Deficiencies</u> The program does not keep the first-aid kit and first-aid manual together in the program. Regulation: 8.16.2.45B(2)</p> <p><u>Corrective Action Plan</u> The first-aid kit and first-aid manual will be kept together. Date to be Completed: 11/04/2016</p>
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8.16.2.45 C MEDICATION	Not Inspected
8.16.2.45 D ILLNESSES	Compliance
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS	N/A

Buildings, Grounds & Safety

<p>8.16.2.47 A HOUSEKEEPING</p> <p><u>Deficiencies</u> The equipment are not in good repair as evidenced by girls soap dispenser broken. Regulation: 8.16.2.47A(1)</p> <p><u>Corrective Action Plan</u> Repairs will be completed and a system for routine inspection of the premises will be established. Date to be Completed: 11/04/2016</p>	Non-compliance
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8.16.2.47 B PEST CONTROL	Compliance
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<p>8.16.2.47 C MECHANICAL SYSTEMS</p> <p><u>Deficiencies</u> Water coming from a faucet is not below 110 degrees Fahrenheit. Regulation: 8.16.2.47C(5)</p> <p><u>Corrective Action Plan</u> The program will install a tempering valve ahead of the water-heater piping to ensure water temperature is below 110 degrees Fahrenheit. Date to be Completed: 11/04/2016</p>	Non-compliance
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8.16.2.47 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL	Compliance
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8.16.2.47 E EXITS AND WINDOWS	Compliance
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8.16.2.47 F TOILET AND BATHING FACILITIES	Compliance
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<p>8.16.2.47 G SAFETY COMPLIANCE</p> <p><u>Deficiencies</u> The program failed to conduct a fire drill for the month(s) of August; September. Regulation: 8.16.2.47G(2)</p> <p><u>Corrective Action Plan</u> A monthly fire drill will be held and recorded. Date to be Completed: 11/04/2016</p>	Non-compliance
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Buildings, Grounds & Safety

Deficiencies

The program does not have verification of an annual fire inspection from the fire authority having jurisdiction.

Regulation: 8.16.2.47G(3)

Corrective Action Plan

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

Date to be Completed: 11/04/2016

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.

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in file

01/05/2017

01/05/2017

Surveyor: Mark Prizzi	Date	Facility Rep: Marissa Candelaria	Date
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