

Center Name: Sandia Learning Center		Address: 2433 Chelwood Park N.E. Albuquerque, NM 87112			Phone: (505)296-2548		
License Number: 93342	Issue Date: 01/31/2017	Expiration Date: 01/30/2018	Type: 3 Star FOCUS Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	46	Under Age 2:	31	Night Care:	0	Playground:	47
						Over 2:	17
						Under 2:	12
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:	6:30	6:30	6:30	6:30	6:30	Closed	Closed
Closing Times:	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM		
# of Classrooms: 5	Purpose: Annual		Date: 11/14/2017		Time: 10:30		
Comments							

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

Licensure	
8.16.2.11 A TYPES OF LICENSES	N/A
8.16.2.11 B RENEWAL OF LICENSE	N/A
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	N/A
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	N/A
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Compliance
8.16.2.18 D COMPLAINTS	N/A
8.16.2.21 A LICENSING REQUIREMENTS	Compliance
8.16.2.21 B CAPACITY OF CENTERS <u>Deficiencies</u> The center failed to post classroom capacities, and ratios and group sizes in an area of the room that is easily visible to parents, staff and visitors. Regulation: 8.16.2.21B(3)(c) <u>Corrective Action Plan</u> The center will post the capacity in an area of the room that is easily visible to parents, staff and visitors. Date to be Completed: 12/14/2017	Non-compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	N/A
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	Compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES	Not Inspected
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Non-compliance

Center Name: Sandia Learning Center	License Number: 93342	Date: 11/14/2017
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Administrative Requirements

Deficiencies

Of the 15 children's records reviewed, 2 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

Regulation: 8.16.2.22E(2)(b)

Corrective Action Plan

Parents will be advised to review and add missing information. The center will review all children's records to ensure up-to-date emergency contact information is on file.

Date to be Completed: 12/14/2017

Deficiencies

Of the 15 children's records reviewed, 4 is/are missing information on allergies or medical conditions. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

Regulation: 8.16.2.22E(2)(a)

Corrective Action Plan

Parents will be advised to review and add missing information. The center will review all records to ensure information regarding allergies and medical conditions is on file.

Date to be Completed: 12/14/2017

8.16.2.22 F PERSONNEL RECORDS

Non-compliance

Deficiencies

From the review of staff records, it was determined that 1 out of 16 staff records does/do not include the staff's position. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(b)

Corrective Action Plan

The center will add the position to the record.

Date to be Completed: 12/14/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 16 staff records do/does not include the staff's current and past duties and responsibilities. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(c)

Corrective Action Plan

The center will add staff's current and past duties and responsibilities to the record.

Date to be Completed: 12/14/2017

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Administrative Requirements		
<p><u>Deficiencies</u> From the review of staff records, it was determined that 4 out of 16 staff records does/do not include a professional development plan based on seven areas of competency. See Staff Records 8.16.2.22 form for staff who need a current plan. Regulation: 8.16.2.22F(1)(n)</p> <p><u>Corrective Action Plan</u> The center will have staff complete a professional development plan and sign the plan . The plan will be maintained on file. Date to be Completed: 12/14/2017</p>		
8.16.2.22 G PERSONNEL HANDBOOK	Not Inspected	
Personnel & Staffing		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
<p>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</p> <p><u>Deficiencies</u> Educators did not complete the following training within 3-months: Health and Safety Training Regulation: 8.16.2.23B(2)(b)</p> <p><u>Corrective Action Plan</u> All educators, regardless of the number of hours per week, will complete the above listed training. The following staff members need to complete the required training: Date to be Completed: 12/14/2017</p> <p><u>Deficiencies</u> The director failed to develop and document an orientation and training plan for new staff members and volunteers.(not complete) Regulation: 8.16.2.23B(2)(a)</p> <p><u>Corrective Action Plan</u> An orientation and training plan for new staff and volunteers will be developed . Date to be Completed: 12/21/2017</p> <p><u>Deficiencies</u> From the review of staff records, it was determined that 3 out of 16 staff working more than 20 hours a week, has/have no documentation of at least 24 hours of qualified annual training, See Staff Records 8.16.2.22 form for staff with missing documentation of training. Regulation: 8.16.2.23B(2)(d)</p> <p><u>Corrective Action Plan</u> Annual training will be completed as required and documentation retained on file. Date to be Completed: 12/14/2017</p>		Non-compliance
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES	Compliance	
Services & Care of Children		
8.16.2.24 A GUIDANCE	Compliance	
8.16.2.24 B NAPS OR REST PERIOD	Compliance	
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS	Compliance	
8.16.2.24 D DIAPERING AND TOILETING	Non-compliance	

Center Name: Sandia Learning Center	License Number: 93342	Date: 11/14/2017
Services & Care of Children		
<p><u>Deficiencies</u> The diaper changing surface in the Infant - (6 wk. - 12 mo.); Toddler - (12 - 24 mo.) class room(s) is not waterproof. Mats are torn. Regulation: 8.16.2.24D(4)</p> <p><u>Corrective Action Plan</u> An educator will change a child's diaper on a clean, safe, waterproof surface and discard any disposable cover and disinfect the surface after each diaper change. Date to be Completed: 12/14/2017</p>		
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	Compliance	
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE	Not Inspected	
<p>8.16.2.24 G PHYSICAL ENVIRONMENT</p> <p><u>Deficiencies</u> Materials were not cared for and organized by type and labeled with words and/or pictures where appropriate. At arrival the Pre-school was in disarray. Materials were on floor and not organized. Regulation: 8.16.2.24G(6)</p> <p><u>Corrective Action Plan</u> Materials will be well cared for and organized by type and labeled with words and/or pictures where appropriate. Date to be Completed: 12/14/2017</p>	Non-compliance	
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Compliance	
<p>8.16.2.24 I EQUIPMENT AND PROGRAM</p> <p><u>Deficiencies</u> The center does not provide children in the 2 yr. old; School Age class room(s) sufficient materials for indoor activities so that at any one time each child can be individually involved. Areas are not developed, empty shelves Regulation: 8.16.2.24I(4)</p> <p><u>Corrective Action Plan</u> Additional materials will be obtained. Date to be Completed: 12/14/2017</p>	Non-compliance	
<p>8.16.2.24 J OUTDOOR PLAY AREAS</p> <p><u>Deficiencies</u> The playground equipment isn't inspected weekly. Regulation: 8.16.2.24J(4)</p> <p><u>Corrective Action Plan</u> The facility will hold weekly inspections of their playground equipment. Date to be Completed: 12/14/2017</p>	Non-compliance	

Center Name: Sandia Learning Center	License Number: 93342	Date: 11/14/2017
Services & Care of Children		
<p><u>Deficiencies</u> Playground climbing equipment is not safe as evidenced by the following: dome climber is not securely anchored. Regulation: 8.16.2.24J(1)</p> <p><u>Corrective Action Plan</u> Equipment will be removed or made inaccessible until repairs can be made. A schedule for routine inspection and maintenance will be devised. Date to be Completed: 12/14/2017</p>		
8.16.2.24 K SWIMMING, WADING AND WATER		N/A
8.16.2.24 L FIELD TRIPS		N/A
Food Service		
8.16.2.25 B MEALS AND SNACKS		Compliance
<p>8.16.2.25 C MENUS</p> <p><u>Deficiencies</u> Menu was not posted for review by parents, caregivers and children. Regulation: 8.16.2.25C(3)</p> <p><u>Corrective Action Plan</u> The facility will post their menus for the next week at the beginning of the current week where it can be viewed by parents, care givers and children. Date to be Completed: 12/14/2017</p>		Non-compliance
8.16.2.25 D KITCHENS		Compliance
8.16.2.25 E MEAL TIMES		Compliance
Health & Safety Requirements		
8.16.2.26 A HYGIENE		Compliance
<p>8.16.2.26 B FIRST AID REQUIREMENTS</p> <p><u>Deficiencies</u> The center does not have on duty all educators currently certified in first aid and cardiopulmonary resuscitation (CPR). Regulation: 8.16.2.26B(1)</p> <p><u>Corrective Action Plan</u> All educators must be certified in first aid and cardiopulmonary resuscitation (CPR). Date to be Completed: 12/14/2017</p> <p><u>Deficiencies</u> The center's first aid kit does not contain Soap. Regulation: 8.16.2.26B(2)</p> <p><u>Corrective Action Plan</u> Missing items will be added to the first-aid kit; staff will be reminded to replace any item used. Date to be Completed: 12/14/2017</p>		Non-compliance
8.16.2.26 C MEDICATION		Non-compliance

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Health & Safety Requirements

Deficiencies

Medication that does not require refrigeration is not stored in a locked and identified container. The following items were accessible to the children: Inhaler in van. Corrected on site

Regulation: 8.16.2.26C(1)

Corrective Action Plan

Staff responsible for receiving medication will place it in a locked and identified container .

Date to be Completed: 11/14/2017

Deficiencies

Medication was observed in the center that does not have a label with the child's name and the date the medication was brought to the center. Bottle of Advil in infant room closet.

Regulation: 8.16.2.26C(3)

Corrective Action Plan

Medication will be labeled and dated as required.

Date to be Completed: 12/14/2017

8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS	N/A
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<p>8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS</p> <p><u>Deficiencies</u></p> <p>The vehicle used for transporting children is not clean <u>inside</u> and out.</p> <p>Regulation: 8.16.2.28C</p> <p><u>Corrective Action Plan</u></p> <p>The center will schedule cleaning.</p> <p>Date to be Completed: 12/14/2017</p> <p><u>Deficiencies</u></p> <p>A vehicle used for transporting children is not equipped with a first-aid kit. First aid kits do not contain the minimum contents.</p> <p>Regulation: 8.16.2.28A</p> <p><u>Corrective Action Plan</u></p> <p>The vehicle will be equipped with required items.</p> <p>Date to be Completed: 12/14/2017</p>	Non-compliance
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Buildings, Grounds & Safety

<p>8.16.2.29 A HOUSEKEEPING</p> <p><u>Deficiencies</u></p> <p>The Premises are not in good repair as evidenced by basedboards in pre-school and ones room in not secure.</p> <p>Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u></p> <p>Repairs will be completed and a system for routine inspection of the center and premises will be established.</p> <p>Date to be Completed: 12/14/2017</p>	Non-compliance
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Center Name:

Sandia Learning Center

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Date:

11/14/2017

Buildings, Grounds & Safety**Deficiencies**

The premises in the classrooms are not clean as evidenced by walls in classrooms, halls and restrooms are unclean and peeling paint.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Cleaning will be completed and a schedule for routine cleaning will be established.

Date to be Completed: 12/14/2017

Deficiencies

The premises in the center are not clean as evidenced by equipment and furnishings are unclean, crayon marks and a grime build up.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Cleaning will be completed and a schedule for routine cleaning will be established.

Date to be Completed: 12/14/2017

Deficiencies

The fixtures in the restrooms are not clean as evidenced by ventilation fans have an accumulation of dust.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Cleaning will be completed and a schedule for routine cleaning will be established.

Date to be Completed: 12/14/2017

Deficiencies

The Premises are not in good repair as evidenced by walls in classrooms have holes to surface.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Repairs will be completed and a system for routine inspection of the center and premises will be established.

Date to be Completed: 12/14/2017

Deficiencies

The Premises are not in good repair as evidenced by wall around wall in SA room is in disrepair, metal is exposed. Curtain rods are not secure..

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Repairs will be completed and a system for routine inspection of the center and premises will be established.

Date to be Completed: 12/14/2017

Deficiencies

The premises in the classrooms are not safe in that chairs are stacked.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

The safety violation will be corrected and a system for routine safety inspection developed.

Date to be Completed: 12/14/2017

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Date:

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Buildings, Grounds & Safety**Deficiencies**

The premises in the twos class are not safe in that purses are accessible.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

The safety violation will be corrected and a system for routine safety inspection developed.

Date to be Completed: 12/14/2017

Deficiencies

The premises in the twos are not safe in that there are stored items on ledge of restroom enclosure.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

The safety violation will be corrected and a system for routine safety inspection developed.

Date to be Completed: 12/14/2017

Deficiencies

The premises in the toy rotation closet are not clean as evidenced by items are not organized.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Cleaning will be completed and a schedule for routine cleaning will be established.

Date to be Completed: 12/14/2017

Deficiencies

The premises in the infant room are not safe in that cribs are next to window, blind cords are accessible.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

The safety violation will be corrected and a system for routine safety inspection developed.

Date to be Completed: 12/14/2017

Deficiencies

The Equipment are not in good repair as evidenced by 2 broken refrigerators are stored in infant room. Moldy interior.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Repairs will be completed and a system for routine inspection of the center and premises will be established.

Date to be Completed: 12/14/2017

Deficiencies

The Furniture are not in good repair as evidenced by table in infant room is not secure. 2 high chairs have no covers.

Regulation: 8.16.2.29A(1)

Corrective Action Plan

Repairs will be completed and a system for routine inspection of the center and premises will be established.

Date to be Completed: 12/14/2017

Center Name: Sandia Learning Center	License Number: 93342	Date: 11/14/2017
Buildings, Grounds & Safety		
Deficiencies The premises in the classrooms are not safe in that cleaners are accessible under sinks. Regulation: 8.16.2.29A(1)		
Corrective Action Plan The safety violation will be corrected and a system for routine safety inspection developed. Date to be Completed: 12/14/2017		
8.16.2.29 B PEST CONTROL		Compliance
8.16.2.29 C MECHANICAL SYSTEMS		Compliance
8.16.2.29 D WATER AND WASTE		Compliance
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Compliance
8.16.2.29 F EXITS AND WINDOWS		Compliance
8.16.2.29 G TOILET AND BATHING FACILITIES		Compliance
8.16.2.29 H SAFETY COMPLIANCE Deficiencies The center failed to conduct an emergency preparedness practice drills for at least once a quarter. Regulation: 8.16.2.29H(1) Corrective Action Plan A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year. Date to be Completed: 11/30/2017		Non-compliance
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Compliance
8.16.2.29 J 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.



11/14/2017



11/14/2017

Surveyor: Helen Waldorf

Date

Facility Rep: Alisha Guerrero

Date