



Children, Youth and Families Department
Child Care Licensing
SURVEY REPORT

Center Name: Santa Fe Boys & Girls Club - Camino Jacobo			Address: 52 Camino De Jacobo Santa Fe, NM 87507			Phone: (505)471-6341		
License Number: 153872	Issue Date: 02/2/2017	Expiration Date: 02/1/2018	Type: 2 Star Child Care Center			Status: Licensed		
Capacity Over Age 2: 32 Under Age 2: 0 Night Care: 0 Playground: 32						Census Over 2: 18 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:							Closed	Closed
Closing Times:								
<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:		02:00 PM	02:00 PM	02:00 PM	02:00 PM	02:00 PM		
Closing Times:		06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
# of Classrooms: 3		Purpose: Annual		Date: 12/04/2017		Time: 03:45 PM		
Comments								

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

Licensure

8.16.2.40 A LICENSING REQUIREMENTS	Compliance
8.16.2.40 B CAPACITY OF A PROGRAM	Compliance
8.16.2.40 C, D INCIDENT REPORTING REQUIREMENTS	Compliance

Administrative Requirements

8.16.2.41 A ADMINISTRATION 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, 8.16.2.42 D CHILDREN'S RECORDS	Compliance
8.16.2.41 E PERSONNEL RECORDS	Compliance
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

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Services & Care of Children		
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	N/A	
8.16.2.43 G SWIMMING, WADING AND WATER	N/A	
8.16.2.43 H FIELD TRIPS	Compliance	
8.16.2.43 F OUTDOOR PLAY AREAS <u>Deficiencies</u> Playground equipment is not safe as evidenced by the following: swing seats that are missing, damaged, or loose. Regulation: 8.16.2.43F(1) <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: 01/05/2018	Non-compliance	
Food Service		
8.16.2.44 B MEALS AND SNACKS	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 <u>Deficiencies</u> The program's first aid kit does not contain soap. Regulation: 8.16.2.45B(2) <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: 01/05/2018	Non-compliance	
8.16.2.45 C MEDICATION	N/A	
8.16.2.45 D ILLNESSES	Compliance	
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS	Compliance	
Buildings, Grounds & Safety		
8.16.2.47 A HOUSEKEEPING	Non-compliance	

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Buildings, Grounds & Safety		
<p><u>Deficiencies</u> The premises in the boys and girls bathrooms are not clean/disinfected as evidenced by by urine stains on toilet seat and fecal matter in one of the toilets.. Regulation: 8.16.2.47A(1)</p> <p><u>Corrective Action Plan</u> Cleaning will be completed and a schedule for routine cleaning will be established. Date to be Completed: 01/05/2018</p>		
8.16.2.47 B PEST CONTROL	Compliance	
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.

 4:45pm

12/04/2017



12/04/2017

Surveyor: Diana Martinez

Date

Facility Rep: Venessa Rivera

Date