



Facility

Name: Sara Iglesias **License Number:** 107959
Address: 331 LFD Rd., Roswell, NM 88203
Phone: 5753172961 **Fax:** **E-mail:** -

License Information

Type: 2 Star Group Child Care Home **Status:** Licensed **Issue Date:** 02/09/2018 **Expiration Date:** 02/08/2019

Capacity

Over Age 2: 6 **Under Age 2:** 4 **Night Care:** 0 **Playground:** 0
Square Footage: 350

Census

Over 2: 6 **Under 2:** 2

Classrooms

Number of Classrooms: 2

Days and Hours of Operation

Monday 12:00 AM - 12:00 AM	Tuesday 12:00 AM - 12:00 AM	Wednesday 12:00 AM - 12:00 AM	Thursday 12:00 AM - 12:00 AM	Friday 12:00 AM - 12:00 AM
Saturday Closed	Sunday Closed			

Inspection

Date: 06/11/2018 **Time In:** 11:30 AM **Time Out:** 12:25 PM **Purpose:** Semi-Annual

Licensure

8.16.2.31 A Licensing Requirements	Not Inspected
8.16.2.31 B Capacity of a Home	Compliance
8.16.2.31 C Incident Reporting Requirements	Not Inspected

Administrative Requirements

8.16.2.32 A Administrative Records	Not Inspected
8.16.2.32 B Mission, Philosophy and Curriculum Statement	Not Inspected
8.16.2.32 C Parent Handbook	Not Inspected
8.16.2.32 D Children's Records	Non-compliance

Of the 4 children's records reviewed, 2 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.32 form for the child(ren) with no immunization/exemption.

Corrective Action Plan

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

Regulation: 8.16.2.32.D.1.e.

Date to be Completed: 07/12/2018

8.16.2.32 E Personnel Records	Compliance
8.16.2.32 F Personnel Handbook	Not Inspected

Personnel & Staffing

8.16.2.33 A Personnel and Staffing Requirements	Compliance
8.16.2.33 B Staff Qualifications and Training	Non-compliance

The home failed to keep a training log on file with employee's name, date of hire, position, date of training, clock hours, competency area, source of training for 2 out of 2 staff. See Staff Records 8.16.2.32 form for staff who are missing a complete training log.

Corrective Action Plan

A training log will be completed for each staff that includes the employee's name, date of hire, and position, date of training, clock hours, competency area, source of training, and training certificates.

Regulation: 8.16.2.33.B.2.

Date to be Completed: 07/12/2018

Services & Care of Children

8.16.2.34 A Guidance	Compliance
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Services & Care of Children *(continued)*

8.16.2.34 B Naps or Rest Period	<i>Not Inspected</i>
8.16.2.34 C Additional Requirements for Infants and Toddlers	<i>Compliance</i>
8.16.2.34 D Diapering and Toileting	<i>Compliance</i>
8.16.2.34 E Additional Requirements for Children with Special Needs	<i>Not Inspected</i>
8.16.2.34 F Night Care	<i>N/A</i>
8.16.2.34 G Physical Environment	<i>Compliance</i>
8.16.2.34 H Social-Emotional Responsive Environment	<i>Compliance</i>
8.16.2.34 I Equipment and Program	<i>Compliance</i>
8.16.2.34 J Outdoor Play	<i>Compliance</i>
8.16.2.34 K Swimming, Wadding and Water	<i>Not Inspected</i>
8.16.2.34 L Field Trips	<i>Not Inspected</i>

Food Service

8.16.2.35 B Meals and Snacks	<i>Compliance</i>
8.16.2.35 C Menus	<i>Compliance</i>
8.16.2.35 D Kitchens	<i>Compliance</i>
8.16.2.35 E Meal Times	<i>Compliance</i>

Health & Safety Requirements

8.16.2.36 A Hygiene	<i>Compliance</i>
8.16.2.36 B First Aid Requirements	<i>Not Inspected</i>
8.16.2.36 C Medication	<i>Not Inspected</i>
8.16.2.36 D Illness and Notifiable Diseases	<i>Not Inspected</i>
8.16.2.37 A-G Transportation Requirements for Homes	<i>N/A</i>

Buildings, Grounds & Safety

8.16.2.38 A Housekeeping	<i>Compliance</i>
8.16.2.38 B Pest Control	<i>Not Inspected</i>
8.16.2.38 C Mechanical Systems	<i>Compliance</i>
8.16.2.38 D Lighting, Lighting Fixtures and Electrical	<i>Compliance</i>
8.16.2.38 E Exits	<i>Compliance</i>

Buildings, Grounds & Safety (continued)

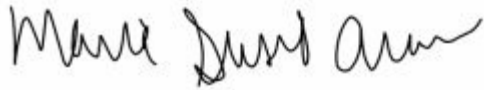
8.16.2.38 F Toilet and Bathing Facilities:	Compliance
8.16.2.38 G Safety Compliance	Compliance
8.16.2.38 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	Compliance
8.16.2.38 I Pets	N/A

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: Maria Aragon



Facility Representative: Sara Iglesias