



## Facility

Name: *St. Joseph Mission School*

License Number: *165909*

Address: *26 School Road, San Fidel, NM 87049*

Phone: *5055526362*

Fax:

E-mail: *anadineleon@unm.edu*

## License Information

Type: *2 Star + Child Care Center*

Status: *Licensed*

Issue Date: *11/21/2017*

Expiration Date:  
*11/20/2018*

## Capacity

Over Age 2: *17*

Under Age 2: *0*

Night Care: *0*

Playground: *19*

Square Footage: *0*

## Census

Over 2: *3*

Under 2: *0*

## Classrooms

Number of Classrooms: *1*

## Days and Hours of Operation

**Monday**

*7:30 AM - 3:30 PM*

**Tuesday**

*7:30 AM - 3:30 PM*

**Wednesday**

*7:30 AM - 3:30 PM*

**Thursday**

*7:30 AM - 3:30 PM*

**Friday**

*7:30 AM - 3:30 PM*

**Saturday**

*Closed*

**Sunday**

*Closed*

## Inspection

Date: *04/25/2018*

Time In: *10:50 AM*

Time Out: *12:05 PM*

Purpose: *Semi-Annual*

## Licensure

8.16.2.11 A Types of Licenses	<i>Compliance</i>
8.16.2.11 B Renewal of License	<i>Compliance</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Compliance</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Compliance</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Compliance</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Compliance</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>
8.16.2.21 C Incident Reporting Requirements	<i>Compliance</i>

## Administrative Requirements

8.16.2.22 A Administrative 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	Compliance
8.16.2.22 F Personnel Records	<b>Non-compliance</b>

*From the review of staff records, it was determined that 2 out of 2 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information.*

### *Corrective Action Plan*

*The center will obtain documentation of a background check.*

Date to be Completed: 05/25/2018

*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 8.16.2.22 form for staff with missing documentation. Need to enter your training in log from your date of hire.*

### *Corrective Action Plan*

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

Date to be Completed: 05/25/2018

8.16.2.22 G Personnel Handbook	Not Inspected
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## Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements	Compliance
8.16.2.23 B Staff Qualifications and Training	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	N/A
8.16.2.24 D Diapering and Toileting	Compliance
8.16.2.24 E Additional Requirements for Children with Special Needs	N/A
8.16.2.24 F Additional Requirements for Night Care	N/A
8.16.2.24 G Physical Environment	Compliance

### Services & Care of Children *(continued)*

8.16.2.24 H Social-Emotional Responsive Environment	Compliance
8.16.2.24 I Equipment and Program	Compliance
8.16.2.24 J Outdoor Play Areas	<b>Non-compliance</b>

*The fall zone underneath the slide is not adequate as evidenced by the resilient material is not uniformly spread over the fall zone area.*

#### *Corrective Action Plan*

*An approved resilient surface will be provided beneath the climbing structures, swings, and slides.*

Date to be Completed: 05/25/2018

8.16.2.24 K Swimming, Wadding and Water	N/A
8.16.2.24 L Field Trips	Not Inspected

### Food Service

8.16.2.25 B Meals and Snacks	Compliance
8.16.2.25 C Menus	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
8.16.2.26 B First Aid Requirements	Not Inspected
8.16.2.26 C Medication	Not Inspected
8.16.2.27 A-D Illness Requirements for Centers	Compliance
8.16.2.28 A-H Transportation Requirements for Centers	Not Inspected

### Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	Compliance
8.16.2.29 B Pest Control	Not Inspected
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	Compliance
8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	Compliance

Additional Comments *(continued)*

8.16.2.29 J 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: *Diana Martinez*Facility Representative: *Anadine Leon*

