

<b>Center Name:</b> Stepping Stones Daycare and Learning Center		<b>Address:</b> 215 Erbbe St. NE Albuquerque, NM 87123			<b>Phone:</b> (505)293-2950		
<b>License Number:</b> 153820	<b>Issue Date:</b> 04/25/2017	<b>Expiration Date:</b> 04/24/2018	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	26	Under Age 2:	16	Night Care:	0	Playground:	71
		Over 2:	18	Under 2:	6		
<b>Days and Hours of Operation</b>							
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:	06:30 AM	06:30 AM	06:30 AM	06:30 AM	06:30 AM	Closed	Closed
Closing Times:	06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
<b># of Classrooms:</b> 4	<b>Purpose:</b> Semi-Annual		<b>Date:</b> 08/01/2017		<b>Time:</b> 09:00 AM		
<b>Comments</b>							

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

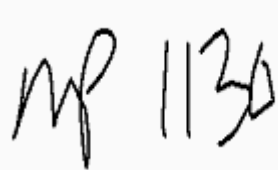
Licensure	
8.16.2.11 A TYPES OF LICENSES	Not Inspected
8.16.2.11 B RENEWAL OF LICENSE	Not Inspected
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Not Inspected
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Not Inspected
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Compliance
8.16.2.21 B CAPACITY OF CENTERS	Compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected
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  <u><b>Deficiencies</b></u> The center did not have available for review written policies and procedures covering expulsion of children.  <b>Regulation:</b> 8.16.2.22C(1)-(8)  <u><b>Corrective Action Plan</b></u> The center will complete written policies and procedures for the missing area(s).  <b>Date to be Completed:</b> 09/01/2017	Non-compliance

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<b>Administrative Requirements</b>		
<b>Deficiencies</b>		
<p>(1) The program does not have an up to date emergency evacuation and disaster preparedness plan approved by the department which shall include steps for evacuation, relocation, <u>shelter in place lock-down</u>, communication, reunification with parents individual plans for children with special needs <u>and children with chronic medical conditions accommodations of infants and toddlers and continuity of operations</u></p> <p>Regulation: 8.16.2.22C(8)</p> <p><b>Corrective Action Plan</b> An emergency evacuation and disaster preparedness plan will be developed. Date to be Completed: 09/01/2017</p>		
<b>8.16.2.22 D FAMILY HANDBOOK</b>		Not Inspected
<b>8.16.2.22 E CHILDREN'S RECORDS</b>		Compliance
<b>8.16.2.22 F PERSONNEL RECORDS</b>		Non-compliance
<p><b>Deficiencies</b> From the review of staff records, it was determined that 1 out of 9 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><b>Corrective Action Plan</b> 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: 09/01/2017</p>		
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>		Not Inspected
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>		Compliance
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>		Compliance
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>		Compliance
<b>Services &amp; Care of Children</b>		
<b>8.16.2.24 A GUIDANCE</b>		Compliance
<b>8.16.2.24 B NAPS OR REST PERIOD</b>		Compliance
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>		Compliance
<b>8.16.2.24 D DIAPERING AND TOILETING</b>		Compliance
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>		Not Inspected
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>		N/A
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>		Compliance
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>		Compliance
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>		Compliance
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>		Compliance

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<b>Services &amp; Care of Children</b>		
8.16.2.24 K SWIMMING, WADING AND WATER		N/A
8.16.2.24 L FIELD TRIPS		N/A
<b>Food Service</b>		
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
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE		Compliance
8.16.2.26 B FIRST AID REQUIREMENTS		Compliance
8.16.2.26 C MEDICATION		N/A
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Not Inspected
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		Not Inspected
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING <b>Deficiencies</b> The premises in the 4/5's room are not safe in that the radio cord is not secure and is a hazard. <b>Regulation:</b> 8.16.2.29A(1) <b>Corrective Action Plan</b> The safety violation will be corrected and a system for routine safety inspection developed. <b>Date to be Completed:</b> 09/01/2017 <b>Deficiencies</b> The Premises are not in good repair as evidenced by mini blinds broken in the 4/5's room. <b>Regulation:</b> 8.16.2.29A(1) <b>Corrective Action Plan</b> Repairs will be completed and a system for routine inspection of the center and premises will be established. <b>Date to be Completed:</b> 09/01/2017		Non-compliance
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		Non-compliance

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<b>Buildings, Grounds &amp; Safety</b>		
<p><b><u>Deficiencies</u></b> The center failed to conduct a fire drill for the month(s) of April; May; July. Center conducted emergency drills instead of fire drills for those months <b>Regulation:</b> 8.16.2.29H(2)</p> <p><b><u>Corrective Action Plan</u></b> A monthly fire drill will be held and recorded. <b>Date to be Completed:</b> 09/01/2017</p>		
<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>	Compliance	
<b>8.16.2.29 J PETS</b>	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.**



08/01/2017



08/01/2017

Surveyor: Mark Prizzi	Date	Facility Rep: Michelle Stone	Date
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