

Center Name: Steps Ahead Learning Center		Address: 3500 Indian School NE Albuquerque, NM 87106			Phone: (505)266-2290		
License Number: 156493	Issue Date: 01/18/2017	Expiration Date: 11/30/2017	Type: 2 Star + Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	71	Under Age 2:	14	Night Care:	0	Playground:	43
		Over 2:	20	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:	07:00 AM	07:00 AM	07:00 AM	07:00 AM	07:00 AM	Closed	Closed
Closing Times:	05:30 PM	05:30 PM	05:30 PM	05:30 PM	05:30 PM		
# of Classrooms: 4	Purpose: Semi-Annual		Date: 06/13/2017		Time: 09:00 AM		
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	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 <u>Deficiencies</u> The center failed to post the maximum capacity of the playground on the doors to the playground. Regulation: 8.16.2.21B(3)(b) <u>Corrective Action Plan</u> The center will post the maximum capacity of the playground on the doors to the playground. Date to be Completed: 07/13/2017 <u>Deficiencies</u> The center failed to post classroom maximum 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: 07/13/2017	Non-compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected

Center Name: Steps Ahead Learning Center	License Number: 156493	Date: 06/13/2017
Administrative Requirements		
8.16.2.22 A ADMINISTRATION RECORDS <u>Deficiencies</u> The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent environmental health inspection report, expired 2-2017 Regulation: 8.16.2.22A <u>Corrective Action Plan</u> The center will post the missing item. Date to be Completed: 07/13/2017	Non-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 <u>Deficiencies</u> From the review of staff records, it was determined that 3 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) <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: 07/13/2017 <u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 9 staff records does/do not include the required Form I-9. See Staff Records 8.16.2.22 form for staff missing the form. Regulation: 8.16.2.22F(1)(q) <u>Corrective Action Plan</u> The center will obtain Form I-9s from all staff and maintain them in their personnel files. Date to be Completed: 07/13/2017	Non-compliance	
8.16.2.22 G PERSONNEL HANDBOOK	Not Inspected	
Personnel & Staffing		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance	
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING <u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 8 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) <u>Corrective Action Plan</u> Annual training will be completed as required and documentation retained on file. Date to be Completed: 07/13/2017	Non-compliance	

Center Name: Steps Ahead Learning Center	License Number: 156493	Date: 06/13/2017
Personnel & Staffing		
<p><u>Deficiencies</u> From the review of staff records, it was determined that 2 out of 9 staff does/do not have documentation of the 45-hour entry level course or an approved equivalent prior to or within six months of employment. Regulation: 8.16.2.23B(2)(c)</p> <p><u>Corrective Action Plan</u> Training will be completed for staff as required and documentation retained on file . Date to be Completed: 07/13/2017</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: 07/13/2017</p>		
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	Compliance	
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	Not Inspected	
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE	N/A	
8.16.2.24 G PHYSICAL ENVIRONMENT	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 Infant - (6 wk. - 12 mo.)class room(s) sufficient materials for indoor activities so that at any one time each child can be individually involved. Infant water table empty Regulation: 8.16.2.24I(4)</p> <p><u>Corrective Action Plan</u> Additional materials will be obtained. Date to be Completed: 07/13/2017</p> <p><u>Deficiencies</u> The center did not post the daily activity schedule in the toddler room Regulation: 8.16.2.24I(8)</p> <p><u>Corrective Action Plan</u> The center will begin posting their daily activities schedules and following them. Date to be Completed: 07/13/2017</p>	Non-compliance	
8.16.2.24 J OUTDOOR PLAY AREAS	Compliance	

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Services & Care of Children		
8.16.2.24 K SWIMMING, WADING 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 <u>Deficiencies</u> The refrigerator; freezer in the kitchen and break room does not have a working internal thermometer. Regulation: 8.16.2.25D(6) <u>Corrective Action Plan</u> The center will obtain and place a working thermometer in refrigerator; freezer. Date to be Completed: 07/13/2017 <u>Deficiencies</u> The bottles of infant formula or breast milk brought from home for children in the Infant - (6 wk. - 12 mo.) classroom(s) are not refrigerated after use. Regulation: 8.16.2.25D(5) <u>Corrective Action Plan</u> A staff will be assigned responsibility for ensuring all foods and bottles brought from the child's home are labeled and , if necessary, refrigerated. Date to be Completed: 07/13/2017 <u>Deficiencies</u> A food is not properly stored; the item is not in an airtight container. Crackers in the infant room. Regulation: 8.16.2.25D(4) <u>Corrective Action Plan</u> The person responsible for food service will be instructed in proper food storage. Date to be Completed: 07/13/2017		Non-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		Compliance
8.16.2.26 C MEDICATION <u>Deficiencies</u> Medication was observed in the center that does not have a label with the child's name. A & D ointment in the toddler room Regulation: 8.16.2.26C(3) <u>Corrective Action Plan</u> Medication will be labeled and dated as required. Date to be Completed: 07/13/2017		Non-compliance

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Health & Safety Requirements

8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS	Compliance
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8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS	Not Inspected
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Buildings, Grounds & Safety

<p>8.16.2.29 A HOUSEKEEPING</p> <p><u>Deficiencies</u> The premises in the area near the laundry room are not safe in that cleaning chemicals and detergents are accessible to children due to door being left open. Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> The safety violation will be corrected and a system for routine safety inspection developed. Date to be Completed: 07/13/2017</p> <p><u>Deficiencies</u> The Ceiling tiles are not in good repair as evidenced by stained tiles throughout the center. Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> Repairs will be completed and a system for routine inspection of the center and premises will be established. Date to be Completed: 07/13/2017</p> <p><u>Deficiencies</u> The light shields in several classrooms have a heavy accumulation of dead bugs. Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> A routine will be established to assess all areas of the premises for cleanliness , safety and potential hazards. Date to be Completed: 07/13/2017</p> <p><u>Deficiencies</u> The Fixtures are not in good repair as evidenced by loose electrical socket near the restroom. Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> Repairs will be completed and a system for routine inspection of the center and premises will be established. Date to be Completed: 07/13/2017</p> <p><u>Deficiencies</u> The Premises are not in good repair as evidenced by ceiling tiles frame is falling off of the ceiling. Regulation: 8.16.2.29A(1)</p> <p><u>Corrective Action Plan</u> Repairs will be completed and a system for routine inspection of the center and premises will be established. Date to be Completed: 07/13/2017</p>	Non-compliance
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Buildings, Grounds & Safety

Deficiencies

The Equipment are not in good repair as evidenced by torn sleeping mats.

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: 07/13/2017

Deficiencies

The premises in the big classroom are not safe in that an electrical socket does not have a cover.

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: 07/13/2017

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 <u>Deficiencies</u> The center does not have emergency lighting that turns on automatically when electrical service is disrupted. Emergency lighting in the hallway, school age room and toddler room did not work when tested. Regulation: 8.16.2.29E(2) <u>Corrective Action Plan</u> Emergency lighting will be installed. Date to be Completed: 07/13/2017 <u>Deficiencies</u> Electrical outlets within reach of children in the school age room are not safety outlets and they do not have protective covers, near exit. Regulation: 8.16.2.29E(3)(b) <u>Corrective Action Plan</u> Protective covers will be added. Date to be Completed: 07/13/2017	Non-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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<p><u>Deficiencies</u> The center failed to conduct an emergency preparedness practice drills for at least once a quarter. Regulation: 8.16.2.29H(1)</p> <p><u>Corrective Action Plan</u> A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year. Date to be Completed: 07/13/2017</p>		
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Compliance	
8.16.2.29 J PETS	Compliance	

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.

MP / 20

06/13/2017

Barbara Garcia

06/13/2017

Surveyor: Mark Prizzi	Date	Facility Rep: Barbara Garcia	Date
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