



**Facility**

**Name:** *Sunshine Kids* **License Number:** *54731*  
**Address:** *33 El Cerro Road, Los Lunas, NM 87031*  
**Phone:** *5055651812* **Fax:**  **E-mail:** *melanieds@qwestoffice.net*

**License Information**

**Type:** *4 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *09/13/2017* **Expiration Date:** *09/12/2018*

**Capacity**

**Over Age 2:** *24* **Under Age 2:** *28* **Night Care:** *0* **Playground:** *52*  
**Square Footage:** *0*

**Census**

**Over 2:** *12* **Under 2:** *4*

**Classrooms**

**Number of Classrooms:** *4*

**Days and Hours of Operation**

<b>Monday</b> <i>6:00 AM - 6:00 PM</i>	<b>Tuesday</b> <i>6:00 AM - 6:00 PM</i>	<b>Wednesday</b> <i>6:00 AM - 6:00 PM</i>	<b>Thursday</b> <i>6:00 AM - 6:00 PM</i>	<b>Friday</b> <i>6:00 AM - 6:00 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

**Date:** *02/08/2018* **Time In:** *9:00 AM* **Time Out:** *11:30 AM* **Purpose:** *Semi-Annual*

**Licensure**

8.16.2.11 A Types of Licenses	<i>Not Inspected</i>
8.16.2.11 B Renewal of License	<i>Not Inspected</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Not Inspected</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Not Inspected</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>

## Administrative Requirements *(continued)*

8.16.2.21 C Incident Reporting Requirements

*Not Inspected*

## 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

**Non-compliance**

*From the review of staff records, it was determined that 1 out of 3 staff records does/do not include documentation of current first-aid and cardiopulmonary resuscitation training. See Staff Records 8.16.2.22 form for staff without verification of training.*

*Corrective Action Plan*

*The center will obtain documentation of first-aid and CPR training and retain on file.*

Date to be Completed: 03/10/2018

*From the review of staff records, it was determined that 1 out of 3 staff records does/do not include signed acknowledgement that the center's disaster preparedness plan and fire evacuation plan were reviewed.*

*Corrective Action Plan*

*The center will have staff complete the required acknowledgement and will retain on file.*

Date to be Completed: 03/10/2018

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

**Non-compliance**

*From the review of staff records, it was determined that 1 out of 3 new staff does/do not have documentation of orientation training. See Staff Records 8.16.2.22 form for staff with missing documentation.*

*Corrective Action Plan*

*Orientation will be completed and documented for staff noted; in the future, orientation will be completed prior to time staff begin working with children.*

Date to be Completed: 03/10/2018

## Administrative Requirements *(continued)*

### Personnel & Staffing *(continued)*

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 Compliance

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

8.16.2.24 I Equipment and Program Compliance

8.16.2.24 J Outdoor Play Areas Compliance

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 **Non-compliance**

*The children in the Toddler - (12 - 24 mo.) classroom failed to wash their hands with soap and warm running water after changing a diaper.*

*Corrective Action Plan*

*Instruction in required hand washing will be provided to staff and children.*

*Date to be Completed: 03/10/2018*

8.16.2.26 B First Aid Requirements Compliance

**Administrative Requirements (continued)****Personnel & Staffing (continued)****Health & Safety Requirements (continued)****8.16.2.26 C Medication****Non-compliance**

*Medication was observed in the center that does not have a label with the child's name and the date the medication was brought to the center.*

*Corrective Action Plan*

*Medication will be labeled and dated as required.*

Date to be Completed: 03/10/2018

**8.16.2.27 A-D Illness Requirements for Centers**

Not Inspected

**8.16.2.28 A-H Transportation Requirements for Centers**

N/A

**Buildings, Grounds & Safety****8.16.2.29 A Housekeeping****Non-compliance**

*The Fixtures are not in good repair as evidenced by light bulbs flickering in the ducks room.*

*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: 03/10/2018

**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**

*The center's fire extinguishers is not inspected yearly.*

*Corrective Action Plan*

*Equipment will be maintained and inspected yearly.*

Date to be Completed: 03/10/2018

**Administrative Requirements (continued)****Personnel & Staffing (continued)****Health & Safety Requirements (continued)****Buildings, Grounds & Safety (continued)**

8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances *Compliance*

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.



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Surveyor: *Mark Prizzi*



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Facility Representative: *Melanie Garcia*