

Center Name: The Alberta House		Address: 1115 N. California St. Socorro, NM 87801			Phone: (575)838-0800		
License Number: 140896	Issue Date: 09/19/2016	Expiration Date: 09/18/2017	Type: 2 Star Child Care Center		Status: Licensed		
Capacity					Census		
Over Age 2:	25	Under Age 2:	0	Night Care:	0	Playground:	25
		Over 2:	7	Under 2:	0		
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:	07:45 AM	07:45 AM	07:45 AM	07:45 AM	07:45 AM	Closed	Closed
Closing Times:	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM		
# of Classrooms: 1	Purpose: Semi-Annual		Date: 02/13/2017		Time: 11:30 AM		
Comments							

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

Licensure	
<p>8.16.2.11 A TYPES OF LICENSES</p> <p><u>Deficiencies</u> The child care facility failed to submit a new application to the licensing authority before modifying information required to be stated on the license as follows: director. Director has retired, new application needed to remove/replace her.</p> <p>Regulation: 8.16.2.11A(3)</p> <p><u>Corrective Action Plan</u> A notarized renewal application will be completed and submitted with the required fee prior to any changes being made to the current license.</p> <p>Date to be Completed: 03/06/2017</p>	Non-compliance
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
<p>8.16.2.21 B CAPACITY OF CENTERS</p> <p><u>Deficiencies</u> The center failed to post classroom group sizes in an area of the room that is easily visible to parents, staff and visitors.</p> <p>Regulation: 8.16.2.21B(3)(c)</p> <p><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.</p> <p>Date to be Completed: 03/13/2017</p>	Non-compliance

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Licensure		
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS		Not Inspected
Administrative Requirements		
8.16.2.22 A ADMINISTRATION RECORDS		Non-compliance
<p><u>Deficiencies</u> The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent licensing survey. Regulation: 8.16.2.22A</p> <p><u>Corrective Action Plan</u> The center will post the missing item. Date to be Completed: 03/13/2017</p>		
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT		Compliance
8.16.2.22 C POLICY AND PROCEDURES		Non-compliance
<p><u>Deficiencies</u> The center did not have available for review written policies and procedures covering expulsion of children. Regulation: 8.16.2.22C(1)-(8)</p> <p><u>Corrective Action Plan</u> The center will complete written policies and procedures for the missing area(s). Date to be Completed: 03/13/2017</p> <p><u>Deficiencies</u> (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, shelter in place lock-down, communication, reunification with parents individual plans for children with special needs and children with chronic medical conditions, accommodations of infants and toddlers and continuity of operations Regulation: 8.16.2.22C(8)</p> <p><u>Corrective Action Plan</u> An emergency evacuation and disaster preparedness plan will be developed. Date to be Completed: 03/13/2017</p>		
8.16.2.22 D FAMILY HANDBOOK		Compliance
8.16.2.22 E CHILDREN'S RECORDS		Non-compliance
<p><u>Deficiencies</u> There was no record of each child's arrival and/or departure time and dates of attendance initiated by a parent, guardian, or person authorized to pick up the child. Of the 7 children present 1 were signed in. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization. Regulation: 8.16.2.22E(1)(j)</p> <p><u>Corrective Action Plan</u> Parents will be advised to sign in and out each child daily and staff will monitor for completion. Date to be Completed: 03/13/2017</p>		
8.16.2.22 F PERSONNEL RECORDS		Non-compliance

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Administrative Requirements

Deficiencies

From the review of staff records, it was determined that 2 out of 2 staff records do/does not include the staff's current and past duties and responsibilities. See Staff Records 8.16.2.22 form for staff with this missing information.

Regulation: 8.16.2.22F(1)(c)

Corrective Action Plan

The center will add staff's current and past duties and responsibilities to the record.

Date to be Completed: 03/13/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 4 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.

Regulation: 8.16.2.22F(1)(g)

Corrective Action Plan

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

Date to be Completed: 03/13/2017

Deficiencies

From the review of staff records, it was determined that 1 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.

Regulation: 8.16.2.22F(1)(h)

Corrective Action Plan

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

Date to be Completed: 03/13/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 2 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)

Corrective Action Plan

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: 03/13/2017

Deficiencies

From the review of staff records, it was determined that 1 out of 2 staff records does/do not include a dated weekly work schedule that includes the time of arrival and departure and breaks and lunch. See Staff Records 8.16.2.22 form for staff who need to have a work schedule. Old work schedule posted with employees and director who are no longer here.

Regulation: 8.16.2.22F(2)

Corrective Action Plan

The center will add the work schedule and maintain dated weekly work schedules for the director, all staff, all care givers and volunteers.

Date to be Completed: 03/13/2017

8.16.2.22 G PERSONNEL HANDBOOK	Compliance
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Personnel & Staffing		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS <u>Deficiencies</u> In the absence of the director, the center does not have a <u>current</u> notice posted naming the person designated to be in charge. Regulation: 8.16.2.23A(8) <u>Corrective Action Plan</u> In the director's absence, a person will be assigned to be in charge and a notice to that affect will be posted. Date to be Completed: 03/13/2017	Non-compliance	
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING <u>Deficiencies</u> Educators did not complete the following training within 3-months: Health and Safety Training Regulation: 8.16.2.23B(2)(b) <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: 03/13/2017 <u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 2 new staff does/do not have documentation of orientation training. See Staff Records 8.16.2.22 form for staff with missing documentation. Regulation: 8.16.2.23B(2)(a) <u>Corrective Action Plan</u> 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: 03/13/2017	Non-compliance	
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES <u>Deficiencies</u> The center failed to post the capacity for each activity/interest area. 1 out of 1 classrooms failed to post the capacity for each activity/interest area. Regulation: 8.16.2.23 C (2)(b) <u>Corrective Action Plan</u> Each activity/interest area will have a posted capacity, which may vary according to the activity and size of the space, and will not exceed the group size requirement as specified in Paragraph (1) of Subsection C of 8.16.2.23 NMAC Date to be Completed: 03/13/2017	Non-compliance	
Services & Care of Children		
8.16.2.24 A GUIDANCE	Non-compliance	

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Services & Care of Children		
<p><u>Deficiencies</u> Of the 2 staff's records reviewed, 1 is/are missing a signed staff acknowledgement that the center's guidance policy had been read and understood. See the Children's Records 8.16.2.22 form for the child(ren) who have this missing. Regulation: 8.16.2.24A(1)</p> <p><u>Corrective Action Plan</u> The center will review all staff's records to ensure a signed staff acknowledgement is on file. Date to be Completed: 03/13/2017</p>		
8.16.2.24 B NAPS OR REST PERIOD		Not Inspected
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		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
<p>8.16.2.24 J OUTDOOR PLAY AREAS</p> <p><u>Deficiencies</u> The playground equipment isn't inspected weekly. Regulation: 8.16.2.24J(4)</p> <p><u>Corrective Action Plan</u> The facility will hold weekly inspections of their playground equipment. Date to be Completed: 03/13/2017</p>		Non-compliance
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
<p>8.16.2.25 D KITCHENS</p> <p><u>Deficiencies</u> The refrigerator in the kitchen does not have a working internal thermometer. Regulation: 8.16.2.25D(6)</p> <p><u>Corrective Action Plan</u> The center will obtain and place a working thermometer in refrigerator. Date to be Completed: 03/13/2017</p>		Non-compliance

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Food Service		
<p><u>Deficiencies</u> A food is not properly stored; the item is not wrapped. Food in the cupboard is not wrapped and food has fallen out into the cupboard. Regulation: 8.16.2.25D(4)</p> <p><u>Corrective Action Plan</u> The person responsible for food service will be instructed in proper food storage. Date to be Completed: 03/13/2017</p> <p><u>Deficiencies</u> Cleaning materials for the kitchen under the sink and food preparation area are stored with food. Juice boxes stored under the sink next to cleaning supplies Regulation: 8.16.2.25D(10)</p> <p><u>Corrective Action Plan</u> Kitchen cleaning supplies will be stored away from food. Date to be Completed: 03/13/2017</p>		
8.16.2.25 E MEAL TIMES		Compliance
Health & Safety Requirements		
8.16.2.26 A HYGIENE		Compliance
<p>8.16.2.26 B FIRST AID REQUIREMENTS</p> <p><u>Deficiencies</u> The center's first aid kit does not contain A thermometer . Regulation: 8.16.2.26B(2)</p> <p><u>Corrective Action Plan</u> Missing items will be added to the first-aid kit; staff will be reminded to replace any item used. Date to be Completed: 03/13/2017</p>		Non-compliance
8.16.2.26 C MEDICATION		Compliance
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Compliance
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
Buildings, Grounds & Safety		
<p>8.16.2.29 A HOUSEKEEPING</p> <p><u>Deficiencies</u> The premises in the classroom are not safe in that an educators purse/backpack is on the floor and accessible to children. 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: 03/13/2017</p>		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

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Buildings, Grounds & Safety		
8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL		Non-compliance
<p>Deficiencies Electrical outlets within reach of children in the area between the kitchen and office are not safety outlets and they do not have protective covers.</p> <p>Regulation: 8.16.2.29E(3)(b)</p> <p>Corrective Action Plan Protective covers will be added.</p> <p>Date to be Completed: 03/13/2017</p>		
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
<p>Deficiencies The center failed to conduct a fire drill for the month(s) of November; December 2016.</p> <p>Regulation: 8.16.2.29H(2)</p> <p>Corrective Action Plan A monthly fire drill will be held and recorded.</p> <p>Date to be Completed: 03/13/2017</p> <p>Deficiencies An evacuation plan is not posted in the Combination Class room(s) used by children. There is one posted in the hallway near the playground entrance but not in the classroom</p> <p>Regulation: 8.16.2.29H(3)(f)</p> <p>Corrective Action Plan An evacuation plan will be posted in each room used by children.</p> <p>Date to be Completed: 03/13/2017</p>		
8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Compliance
8.16.2.29 J PETS		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.

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02/13/2017

Nancy L. Jaramillo

02/13/2017

Surveyor: Mark Prizzi

Date

Facility Rep: Nancy Jaramillo Tara Jaramillo

Date