



Facility

Name: *Tori Martinez* License Number: *158175*
 Address: *7418 Palm Ln SW, Albuquerque, NM 87121*
 Phone: *5053013506* Fax: E-mail: *tori@childcarebytori.com*

License Information

Type: *2 Star + Group Child Care Home* Status: *Licensed* Issue Date: *04/01/2018* Expiration Date: *03/31/2019*

Capacity

Over Age 2: *8* Under Age 2: *4* Night Care: *0* Playground: *0*
 Square Footage: *0*

Census

Over 2: *7* Under 2: *0*

Classrooms

Number of Classrooms: *2*

Days and Hours of Operation

Monday <i>8:30 AM - 3:30 PM</i>	Tuesday <i>8:30 AM - 3:30 PM</i>	Wednesday <i>8:30 AM - 3:30 PM</i>	Thursday <i>8:30 AM - 3:30 PM</i>	Friday <i>8:30 AM - 3:30 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *07/09/2018* Time In: *12:15 PM* Time Out: *1:15 PM* Purpose: *Annual*

Licensure

8.16.2.31 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.31 B Capacity of a Home	<i>Compliance</i>
8.16.2.31 C Incident Reporting Requirements	<i>Not Inspected</i>

Administrative Requirements

8.16.2.32 A Administrative Records	<i>Compliance</i>
8.16.2.32 B Mission, Philosophy and Curriculum Statement	<i>Compliance</i>
8.16.2.32 C Parent Handbook	<i>Compliance</i>

Administrative Requirements *(continued)*

8.16.2.32 D Children's Records

Non-compliance

Of the 2 children's records reviewed, 1 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.32 form for the child(ren) with no immunization/exemption.

Corrective Action Plan

The home will review a child's record to ensure complete information has been obtained before a child is admitted.

Regulation: 8.16.2.32.D.1.e.

Date to be Completed: 08/08/2018

8.16.2.32 E Personnel Records

Non-compliance

The home does not have a written plan for ongoing professional development for each staff member, including the director, that is based on the seven areas of competency, consistent with the career lattice, and based on the individual's goals.

Corrective Action Plan

A written plan for employee development will be developed.

Regulation: 8.16.2.32.E.4.

Date to be Completed: 08/08/2018

8.16.2.32 F Personnel Handbook

Compliance

Personnel & Staffing

8.16.2.33 A Personnel and Staffing Requirements

Compliance

8.16.2.33 B Staff Qualifications and Training

Compliance

Services & Care of Children

8.16.2.34 A Guidance

Compliance

8.16.2.34 B Naps or Rest Period

Compliance

8.16.2.34 C Additional Requirements for Infants and Toddlers

Compliance

8.16.2.34 D Diapering and Toileting

Compliance

8.16.2.34 E Additional Requirements for Children with Special Needs

Compliance

8.16.2.34 F Night Care

N/A

8.16.2.34 G Physical Environment

Compliance

8.16.2.34 H Social-Emotional Responsive Environment

Compliance

8.16.2.34 I Equipment and Program

Compliance

Services & Care of Children *(continued)*

8.16.2.34 J Outdoor Play	Compliance
8.16.2.34 K Swimming, Wadding and Water	Not Inspected
8.16.2.34 L Field Trips	Not Inspected

Food Service

8.16.2.35 B Meals and Snacks	Compliance
8.16.2.35 C Menus	Compliance
8.16.2.35 D Kitchens	Compliance
8.16.2.35 E Meal Times	Compliance

Health & Safety Requirements

8.16.2.36 A Hygiene	Compliance
8.16.2.36 B First Aid Requirements	Compliance
8.16.2.36 C Medication	Non-compliance

The home does not have written instructions from the parent or guardian for a non-prescription medication that is being given.

Corrective Action Plan

Staff responsible for receiving medication will ensure parents complete required instructions.

Regulation: 8.16.2.36.C.2.

Date to be Completed: 08/08/2018

8.16.2.36 D Illness and Notifiable Diseases	Compliance
8.16.2.37 A-G Transportation Requirements for Homes	Compliance

Buildings, Grounds & Safety

8.16.2.38 A Housekeeping	Compliance
8.16.2.38 B Pest Control	Compliance
8.16.2.38 C Mechanical Systems	Compliance
8.16.2.38 D Lighting, Lighting Fixtures and Electrical	Compliance
8.16.2.38 E Exits	Compliance
8.16.2.38 F Toilet and Bathing Facilities:	Compliance
8.16.2.38 G Safety Compliance	Compliance
8.16.2.38 H Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	Compliance

Buildings, Grounds & Safety (continued)

8.16.2.38 I Pets

Compliance

Additional Comments

Background checks need to be updated 8/18.

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: *Darlene Montoya*



Facility Representative: *Tori Martinez*