cyfd
Children, Youth and Families Department
Child Care Licensing
SURVEY REPORT

Center Name:	**Address:**	**Phone:**
Westbrook Baptist Church	1420 N. Thornton Clovis, NM 88101	(575)762-2152

License Number:	**Issue Date:**	**Expiration Date:**	**Type:**		**Status:**
165283	08/25/2017	12/2/2017	2 Star Child Care Center		Licensed

Capacity					**Census**		
Over Age 2: 105	Under Age 2: 0	Night Care: 0	Playground: 50		Over 2: 7	Under 2: 0	

Days and Hours of Operation

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning Opening Times:						Closed	Closed
Closing Times:							
Afternoon Opening Times:	Monday 03:00 P	Tuesday 03:00 PM	Wednesday 03:00 PM	Thursday 03:00 PM	Friday 03:00 PM	Saturday	Sunday
Closing Times:	06:00 P	06:00 P	06:00 P	06:00 P	06:00 P		

# of Classrooms:	**Purpose:**	**Date:**	**Time:**
4	Annual	11/02/2017	03:25 PM

Comments

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:	
Licensure	
8.16.2.40 A LICENSING REQUIREMENTS	Compliance
8.16.2.40 B CAPACITY OF A PROGRAM	Compliance
8.16.2.40 C, D INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.41 A ADMINISTRATION RECORDS	Compliance
8.16.2.41 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Compliance
8.16.2.41 C PARENT HANDBOOK	Compliance
8.16.2.41 D, 8.16.2.42 D CHILDREN'S RECORDS	Compliance

8.16.2.41 E PERSONNEL RECORDS
 	
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 8.16.2.41 form for staff with missing documentation.
  Regulation: 8.16.2.41E(1)(h)
 	
Corrective Action Plan
The program will obtain verification of all training and retain on file.
  Date to be Completed: 12/04/2017
	Non-compliance

8.16.2.41 F PERSONNEL HANDBOOK	Compliance
Personnel & Staffing	
8.16.2.42 A PERSONNEL AND STAFFING REQUIREMENTS	Compliance

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Personnel & Staffing	
8.16.2.42 B STAFF QUALIFICATIONS	Compliance
8.16.2.42 C TRAINING	Compliance
Services & Care of Children	
8.16.2.43 A GUIDANCE	Compliance
8.16.2.43 B PHYSICAL ENVIRONMENT	Compliance
8.16.2.43 C SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Compliance
8.16.2.43 D EQUIPMENT AND PROGRAM	Compliance
8.16.2.43 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	N/A
8.16.2.43 G SWIMMING, WADING AND WATER	Not Inspected
8.16.2.43 H FIELD TRIPS	Not Inspected
8.16.2.43 F OUTDOOR PLAY AREAS	Compliance
Food Service	
8.16.2.44 B MEALS AND SNACKS	Compliance
8.16.2.44 C KITCHENS	Compliance
Health & Safety Requirements	
8.16.2.45 A HYGIENE	Compliance
8.16.2.45 B FIRST AID REQUIREMENTS	Compliance
8.16.2.45 C MEDICATION	Not Inspected
8.16.2.45 D ILLNESSES	Not Inspected
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS	Compliance
Buildings, Grounds & Safety	
8.16.2.47 A HOUSEKEEPING	Compliance
8.16.2.47 B PEST CONTROL	Not Inspected
8.16.2.47 C MECHANICAL SYSTEMS	Compliance
8.16.2.47 D LIGHTING, LIGHTING FIXTURES AND ELECTRICAL	Compliance
8.16.2.47 E EXITS AND WINDOWS	Compliance
8.16.2.47 F TOILET AND BATHING FACILITIES	Compliance
8.16.2.47 G SAFETY COMPLIANCE	Compliance
8.16.2.47 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES	Compliance
8.16.2.47 G, I 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.

11/02/2017

11/02/2017

Surveyor:Susie Aragon	Date	Facility Rep:Areana Flowers	Date

Survey Report Form