

<b>Center Name:</b> When The Bell Rings		<b>Address:</b> 1720 W. 21st Street Clovis, NM 88101			<b>Phone:</b> (575)769-2138			
<b>License Number:</b> 148819	<b>Issue Date:</b> 10/1/2016	<b>Expiration Date:</b> 09/30/2017	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed			
<b>Capacity</b>					<b>Census</b>			
Over Age 2:	46	Under Age 2:	0	Night Care:	0	Playground:	0	
					Over 2:	16	Under 2:	0
<b>Days and Hours of Operation</b>								
<b>Morning</b>		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:							Closed	Closed
Closing Times:								
<b>Afternoon</b>		<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:		03:00 P	03:00 PM	03:00 PM	03:00 P	03:00 P		
Closing Times:		05:00 P	05:00 P	05:00 P	05:00 P	05:00 P		
<b># of Classrooms:</b> 1		<b>Purpose:</b> Semi-Annual		<b>Date:</b> 01/25/2017		<b>Time:</b> 03:19		
<b>Comments</b>								

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

### Licensure

<b>8.16.2.40 A LICENSING REQUIREMENTS</b>	Not Inspected
<b>8.16.2.40 B CAPACITY OF A PROGRAM</b>	Compliance
<b>8.16.2.40 C, D INCIDENT REPORTING REQUIREMENTS</b>	Not Inspected
<b>Administrative Requirements</b>	
<b>8.16.2.41 A ADMINISTRATION RECORDS</b>	Compliance
<b>8.16.2.41 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT</b>	Not Inspected
<b>8.16.2.41 C PARENT HANDBOOK</b>	Not Inspected
<b>8.16.2.41 D, 8.16.2.42 D CHILDREN'S RECORDS</b>	Compliance
<b>8.16.2.41 E PERSONNEL RECORDS</b>  <b>Deficiencies</b> From the review of staff records, it was determined that 1 out of 2 staff records does/do not include a background check onsite. See Staff Records 8.16.2.41 form for staff with this missing information. Background last done in 2011.  Regulation: 8.16.2.41E(1)(e)  <b>Corrective Action Plan</b> The program will obtain documentation of a background check.  Date to be Completed: 02/27/2017	Non-compliance
<b>8.16.2.41 F PERSONNEL HANDBOOK</b>	Compliance
<b>Personnel &amp; Staffing</b>	
<b>8.16.2.42 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Compliance

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<b>Personnel &amp; Staffing</b>		
8.16.2.42 B STAFF QUALIFICATIONS		Compliance
8.16.2.42 C TRAINING		Compliance
<b>Services &amp; Care of Children</b>		
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		Not Inspected
8.16.2.43 G SWIMMING, WADING AND WATER		N/A
8.16.2.43 H FIELD TRIPS		Not Inspected
8.16.2.43 F OUTDOOR PLAY AREAS		Compliance
<b>Food Service</b>		
8.16.2.44 B MEALS AND SNACKS		Compliance
8.16.2.44 C KITCHENS <u>Deficiencies</u> The kitchen refrigerator does not have a working thermometer. Regulation: 8.16.2.44C(6) <u>Corrective Action Plan</u> A working thermometer will be obtained and placed in the unit. Date to be Completed: 02/27/2017		Non-compliance
<b>Health &amp; Safety Requirements</b>		
8.16.2.45 A HYGIENE		Compliance
8.16.2.45 B FIRST AID REQUIREMENTS		Not Inspected
8.16.2.45 C MEDICATION		Not Inspected
8.16.2.45 D ILLNESSES		Not Inspected
8.16.2.46 A-H TRANSPORTATION REQUIREMENTS		Not Inspected
<b>Buildings, Grounds &amp; Safety</b>		
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

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**Buildings, Grounds & Safety**

<b>8.16.2.47 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>	Compliance
<b>8.16.2.47 G, I PETS</b>	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.**

<i>Susie Aragon 4:25</i>	01/25/2017	<i>Shelley Bridges</i>	01/25/2017
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Surveyor: Susie Aragon	Date	Facility Rep: Shelley Bridges	Date
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