

<b>Center Name:</b> YMCA @ Sunset View		<b>Address:</b> 6121 Paradise Blvd. NW Albuquerque, NM 87114			<b>Phone:</b> (505)400-0573			
<b>License Number:</b> 145321	<b>Issue Date:</b> 10/13/2016	<b>Expiration Date:</b> 10/12/2017	<b>Type:</b> 2 Star Child Care Center		<b>Status:</b> Licensed			
<b>Capacity</b>					<b>Census</b>			
Over Age 2:	82	Under Age 2:	0	Night Care:	0	Playground:	82	
		Over 2:	33	Under 2:	0			
<b>Days and Hours of Operation</b>								
	<u>Morning</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:		06:15 AM	06:15 AM	06:15 AM	06:15 AM	06:15 AM	Closed	Closed
Closing Times:		09:00 AM	09:00 AM	09:00 AM	09:00 AM	09:00 AM		
	<u>Afternoon</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:		03:45 PM	03:45 PM	03:45 PM	03:45 PM	03:45 PM		
Closing Times:		06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
<b># of Classrooms:</b> 1		<b>Purpose:</b> Semi-Annual		<b>Date:</b> 03/16/2017		<b>Time:</b> 03:45 PM		
<b>Comments</b> H&S training obtained Spt 2016								

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>	Compliance
<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>  <u>Deficiencies</u> The program did not have a parent handbook that included policies and procedures. The following general information needs to be included: The program's policies and procedures regarding the following need to be included: emergency procedures, safety policies, and disaster preparedness plan, which shall include steps for evacuation, relocation and reunification with parents, and individual plans for children with special needs, continuity of operation.  <b>Regulation:</b> 8.16.2.41C(1)(2)  <u>Corrective Action Plan</u> A parent handbook with required general information and program policies and procedures will be completed and distributed. parent handbook needs to be updated to reflect new regulations promulgated Oct 2016  <b>Date to be Completed:</b> 04/17/2017	Non-compliance
<b>8.16.2.41 D, 8.16.2.42 D CHILDREN'S RECORDS</b>	Compliance

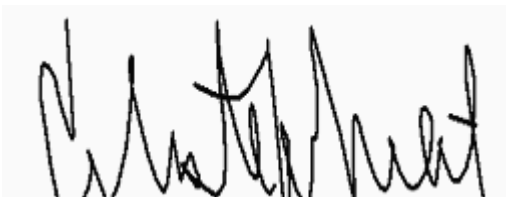
<b>Center Name:</b> YMCA @ Sunset View	<b>License Number:</b> 145321	<b>Date:</b> 03/16/2017
<b>Administrative Requirements</b>		
<b>8.16.2.41 E PERSONNEL RECORDS</b> <u>Deficiencies</u> From the review of staff records, it was determined that 1 out of 5 staff records does/do not include a background check onsite. See Staff Records 8.16.2.41 form for staff with this missing information. older than five years <b>Regulation:</b> 8.16.2.41E(1)(e) <u>Corrective Action Plan</u> The program will obtain documentation of a background check. <b>Date to be Completed:</b> 04/17/2017	Non-compliance	
<b>8.16.2.41 F PERSONNEL HANDBOOK</b> <u>Deficiencies</u> The program did not have a complete personnel handbook. The following information needs to be included: up to date emergency evacuation and disaster preparedness plan; policies and procedures for expulsion of children. <b>Regulation:</b> 8.16.2.41F <u>Corrective Action Plan</u> A personnel handbook with required information will be completed and distributed to each employee. <b>Date to be Completed:</b> 04/17/2017	Non-compliance	
<b>Personnel &amp; Staffing</b>		
<b>8.16.2.42 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Compliance	
<b>8.16.2.42 B STAFF QUALIFICATIONS</b>	Compliance	
<b>8.16.2.42 C TRAINING</b>	Compliance	
<b>Services &amp; Care of Children</b>		
<b>8.16.2.43 A GUIDANCE</b>	Compliance	
<b>8.16.2.43 B PHYSICAL ENVIRONMENT</b>	Compliance	
<b>8.16.2.43 C SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	Not Inspected	
<b>8.16.2.43 D EQUIPMENT AND PROGRAM</b>	Compliance	
<b>8.16.2.43 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	Not Inspected	
<b>8.16.2.43 G SWIMMING, WADING AND WATER</b>	Not Inspected	
<b>8.16.2.43 H FIELD TRIPS</b>	Not Inspected	
<b>8.16.2.43 F OUTDOOR PLAY AREAS</b>	Compliance	
<b>Food Service</b>		
<b>8.16.2.44 B MEALS AND SNACKS</b>	Compliance	
<b>8.16.2.44 C KITCHENS</b>	Compliance	
<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.45 A HYGIENE</b>	Compliance	

<b>Center Name:</b> YMCA @ Sunset View	<b>License Number:</b> 145321	<b>Date:</b> 03/16/2017
<b>Health &amp; Safety Requirements</b>		
8.16.2.45 B FIRST AID REQUIREMENTS		Compliance
8.16.2.45 C MEDICATION		Compliance
8.16.2.45 D ILLNESSES		Compliance
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
8.16.2.47 H SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES		Not Inspected
8.16.2.47 G, I PETS		Not Inspected

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.

SF

03/16/2017



03/16/2017

Surveyor: Sylvia Foster	Date	Facility Rep: Celeste Wheat	Date
-------------------------	------	-----------------------------	------