



Facility

Name: *Midwest NMCAP Adelino Head Start* **License Number:** *94704*
Address: *2747 Highway 47, Los Lunas, NM 87031*
Phone: *5058646700* **Fax:** **E-mail:** *n/a*

License Information

Type: *3 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *08/13/2018* **Expiration Date:** *08/12/2019*

Capacity

Over Age 2: *95* **Under Age 2:** *0* **Night Care:** *0* **Playground:** *95*
Square Footage: *0*

Census

Over 2: *42* **Under 2:** *0*

Classrooms

Number of Classrooms: *6*

Days and Hours of Operation

Monday <i>8:00 AM - 3:00 PM</i>	Tuesday <i>8:00 AM - 3:00 PM</i>	Wednesday <i>8:00 AM - 3:00 PM</i>	Thursday <i>8:00 AM - 3:00 PM</i>	Friday <i>8:00 AM - 3:00 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *08/30/2018* **Time In:** *9:00 AM* **Time Out:** *10:30 AM* **Purpose:** *Follow-up*

Licensure

8.16.2.11 A Types of Licenses	<i>Not Inspected</i>
8.16.2.11 B Renewal of License	<i>Not Inspected</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Not Inspected</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Not Inspected</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.21 B Capacity of Centers	<i>Not Inspected</i>

Administrative Requirements (*continued*)

8.16.2.21 C Incident Reporting Requirements *Not Inspected*

Administrative Requirements

8.16.2.22 A Administrative Records *Not Inspected*

8.16.2.22 B Mission, Philosophy and Curriculum Statement *Not Inspected*

8.16.2.22 C Policy and Procedures *Not Inspected*

8.16.2.22 D Family Handbook *Not Inspected*

8.16.2.22 E Children's Records **Non-compliance**

Of the 10 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 8.16.2.22 form for the child(ren) with no immunization/exemption.

Corrective Action Plan

Parents will be advised to submit a complete and up-to-date immunization record or exemption. The center will review all children's records to ensure complete information is on file.

Regulation: 8.16.2.22.E.1.e.

Date to be Completed: 09/29/2018

Of the 10 children's records reviewed, 1 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.22 form for the child(ren) with missing information.

Corrective Action Plan

Parents will be advised to review and add missing information. The center will review all children's records to ensure up-to-date emergency contact information is on file.

Regulation: 8.16.2.22.E.2.b.

Date to be Completed: 09/29/2018

8.16.2.22 F Personnel Records *Compliance*

8.16.2.22 G Personnel Handbook *Not Inspected*

Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements *Not Inspected*

Personnel & Staffing *(continued)*

8.16.2.23 B Staff Qualifications and Training

Non-compliance

Educators did not complete the following training within 3-months: Health and Safety Training. 1 educator

Corrective Action Plan

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:

Regulation: 8.16.2.23.B.2.b.

Date to be Completed: 09/29/2018

8.16.2.23 C Staff/Child Ratios and Group Sizes

Not Inspected

Services & Care of Children

8.16.2.24 A Guidance

Not Inspected

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

Not Inspected

8.16.2.24 E Additional Requirements for Children with Special Needs

Not Inspected

8.16.2.24 F Additional Requirements for Night Care

N/A

8.16.2.24 G Physical Environment

Not Inspected

8.16.2.24 H Social-Emotional Responsive Environment

Not Inspected

8.16.2.24 I Equipment and Program

Not Inspected

8.16.2.24 J Outdoor Play Areas

Not Inspected

8.16.2.24 K Swimming, Wadding and Water

Not Inspected

8.16.2.24 L Field Trips

Not Inspected

Food Service

8.16.2.25 B Meals and Snacks

Not Inspected

8.16.2.25 C Menus

Not Inspected

8.16.2.25 D Kitchens

Not Inspected

8.16.2.25 E Meal Times

Not Inspected

Health & Safety Requirements

8.16.2.26 A Hygiene

Not Inspected

8.16.2.26 B First Aid Requirements

Not Inspected

Health & Safety Requirements (*continued*)

8.16.2.26 C Medication	<i>Not Inspected</i>
8.16.2.27 A-D Illness Requirements for Centers	<i>Not Inspected</i>
8.16.2.28 A-H Transportation Requirements for Centers	<i>N/A</i>

Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	<i>Not Inspected</i>
8.16.2.29 B Pest Control	<i>Not Inspected</i>
8.16.2.29 C Mechanical Systems	<i>Not Inspected</i>
8.16.2.29 D Water and Waste	<i>Not Inspected</i>
8.16.2.29 E Lighting, Lighting Fixtures and Electrical	<i>Compliance</i>
8.16.2.29 F Exits and Windows	<i>Not Inspected</i>
8.16.2.29 G Toilet and Bathing Facilities	<i>Compliance</i>
8.16.2.29 H Safety Compliance	<i>Not Inspected</i>
8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	<i>Not Inspected</i>
8.16.2.29 J Pets	<i>N/A</i>

Additional Comments

On-site follow-up to annual visit conducted on 5/1/18

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: *Mark Prizzi*



Facility Representative: *Griselda Ramirez*