



### Facility

**Name:** CABQ Tres Manos Child Development Center **License Number:** 53298  
**Address:** 823 Buena Vista S.E., Albuquerque, NM 87106  
**Phone:** 5058481310 **Fax:** **E-mail:** marybethduran@yahoo.com

### License Information

**Type:** 5 Star FOCUS Child Care Center **Status:** Licensed **Issue Date:** 04/04/2018 **Expiration Date:** 04/03/2019

### Capacity

**Over Age 2:** 38 **Under Age 2:** 0 **Night Care:** 0 **Playground:** 38  
**Square Footage:** 0

### Census

**Over 2:** 24 **Under 2:** 0

### Classrooms

**Number of Classrooms:** 2

### Days and Hours of Operation

<b>Monday</b> 7:30 AM - 5:30 PM	<b>Tuesday</b> 7:30 AM - 5:30 PM	<b>Wednesday</b> 7:30 AM - 5:30 PM	<b>Thursday</b> 7:30 AM - 5:30 PM	<b>Friday</b> 7:30 AM - 5:30 PM
<b>Saturday</b> Closed	<b>Sunday</b> Closed			

### Inspection

**Date:** 02/05/2019 **Time In:** 9:50 AM **Time Out:** 11:40 AM **Purpose:** Annual

### Licensure

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

**Licensure (continued)****8.16.2.21 B Capacity of Centers****Non-compliance**

*Centers must post classroom capacities, ratios and group sizes in an area of the room that is easily visible to parents, staff and visitors. 8.16.2.21 B (3) (c)*

*Corrective Action: Center will post room group size.*

Regulation: 8.16.2.21.B.3.b.

Date to be Completed: 03/07/2019

**8.16.2.21 C Incident Reporting Requirements***Not Inspected***Administrative Requirements****8.16.2.22 A Administrative Records***Compliance***8.16.2.22 B Mission, Philosophy and Curriculum Statement***Not Inspected***8.16.2.22 C Policy and Procedures***Compliance***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, 3 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: 03/07/2019

**8.16.2.22 F Personnel Records****Non-compliance**

*From the review of staff records, it was determined that 1 out of 4 staff records does/do not include documentation of training by date, time, hours and area of competency or a training certificate. See Staff Records 8.16.2.22 form for staff with missing documentation.*

*Corrective Action Plan*

*The center will obtain verification of all training and retain on file.*

Regulation: 8.16.2.22.F.1.h.

Date to be Completed: 03/07/2019

8.16.2.22 F Personnel Records *(continued)***Non-compliance**

*From the review of staff records, it was determined that 2 out of 4 staff records does/do not include a professional development plan based on seven areas of competency. See Staff Records 8.16.2.22 form for staff who need a current plan.*

*Corrective Action Plan*

*The center will have staff complete a professional development plan and sign the plan . The plan will be maintained on file.*

Regulation: 8.16.2.22.F.1.n.

Date to be Completed: 03/07/2019

## 8.16.2.22 G Personnel Handbook

Not Inspected

**Personnel & Staffing**

## 8.16.2.23 A Personnel and Staffing Requirements

Compliance

## 8.16.2.23 B Staff Qualifications and Training

Compliance

## 8.16.2.23 C Staff/Child Ratios and Group Sizes

Compliance

**Services & Care of Children**

## 8.16.2.24 A Guidance

Compliance

## 8.16.2.24 B Naps or Rest Period

Compliance

## 8.16.2.24 C Additional Requirements for Infants and Toddlers

N/A

## 8.16.2.24 D Diapering and Toileting

Compliance

## 8.16.2.24 E Additional Requirements for Children with Special Needs

Compliance

## 8.16.2.24 F Additional Requirements for Night Care

N/A

## 8.16.2.24 G Physical Environment

Compliance

## 8.16.2.24 H Social-Emotional Responsive Environment

Compliance

## 8.16.2.24 I Equipment and Program

Compliance

## 8.16.2.24 J Outdoor Play Areas

Compliance

## 8.16.2.24 K Swimming, Wading and Water

Not Inspected

## 8.16.2.24 L Field Trips

Not Inspected

**Food Service**

## 8.16.2.25 B Meals and Snacks

Compliance

**Food Service (continued)**

8.16.2.25 C Menus	Compliance
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8.16.2.25 D Kitchens	<b>Non-compliance</b>
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*A food is not properly stored; the item is not labeled on dated. Cookies in the freezer.*

*Corrective Action Plan*

*The person responsible for food service will be instructed in proper food storage.*

Regulation: 8.16.2.25.D.4.

Date to be Completed: 03/07/2019

8.16.2.25 E Meal Times	Compliance
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**Health & Safety Requirements**

8.16.2.26 A Hygiene	Compliance
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8.16.2.26 B First Aid Requirements	Compliance
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8.16.2.26 C Medication	N/A
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8.16.2.27 A-D Illness Requirements for Centers	Compliance
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8.16.2.28 A-H Transportation Requirements for Centers	N/A
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**Buildings, Grounds & Safety**

8.16.2.29 A Housekeeping	Compliance
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8.16.2.29 B Pest Control	Compliance
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8.16.2.29 C Mechanical Systems	Compliance
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8.16.2.29 D Water and Waste	Compliance
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8.16.2.29 E Lighting, Lighting Fixtures and Electrical	Compliance
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8.16.2.29 F Exits and Windows	Compliance
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8.16.2.29 G Toilet and Bathing Facilities	Compliance
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8.16.2.29 H Safety Compliance	<b>Non-compliance</b>
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*The center failed to conduct an emergency preparedness practice drills for at least once a quarter.*

*Corrective Action Plan*

*A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year.*

Regulation: 8.16.2.29.H.1.

Date to be Completed: 03/07/2019

**Buildings, Grounds & Safety (continued)**

8.16.2.29 H3(f)(i)(k) Safety Compliance

Compliance

8.16.2.29 J Pets

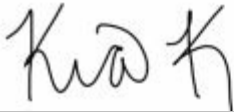
Compliance

**Additional Comments**

None

**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: *Kia Kennedy*Facility Representative: *Marybeth Duran*