



**Facility**

Name: *Sage Cottage OPK Inc.* License Number: *90297*  
 Address: *142 Meadow Lane, Los Alamos, NM 87544*  
 Phone: *5056720534* Fax: E-mail:

**License Information**

Type: *2 Star + Child Care Center* Status: *Licensed* Issue Date: *01/01/2018* Expiration Date: *06/17/2018*

**Capacity**

Over Age 2: *25* Under Age 2: *24* Night Care: *0* Playground: *49*  
 Square Footage: *0*

**Census**

Over 2: *10* Under 2: *20*

**Classrooms**

Number of Classrooms: *5*

**Days and Hours of Operation**

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

**Inspection**

Date: *04/19/2018* Time In: *1:45 PM* Time Out: *3:45 PM* Purpose: *Annual*

**Licensure**

- 8.16.2.11 A Types of Licenses *Compliance*
- 8.16.2.11 B Renewal of License *Compliance*
- 8.16.2.11 D Non-transferable Restrictions of License *Compliance*
- 8.16.2.12 A, K, M Licensing Actions and Administrative Appeals *Compliance*
- 8.16.2.17 E, F Surveys for Child Care Facilities *Compliance*
- 8.16.2.18 D Complaints *Compliance*
- 8.16.2.21 A Licensing Requirements *Compliance*
- 8.16.2.21 B Capacity of Centers *Compliance*
- 8.16.2.21 C Incident Reporting Requirements *Compliance*

## Administrative Requirements

8.16.2.22 A Administrative Records	Compliance
8.16.2.22 B Mission, Philosophy and Curriculum Statement	Compliance
8.16.2.22 C Policy and Procedures	Compliance
8.16.2.22 D Family Handbook	Compliance
8.16.2.22 E Children's Records	Compliance
8.16.2.22 F Personnel Records	Compliance
8.16.2.22 G Personnel Handbook	Compliance

## 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	Compliance
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, Wadding and Water	Not Inspected
8.16.2.24 L Field Trips	Not Inspected

## Food Service

8.16.2.25 B Meals and Snacks	Compliance
8.16.2.25 C Menus	Compliance
8.16.2.25 D Kitchens	<b>Non-compliance</b>

*The freezer in the kitchen does not have a working internal thermometer.*

*Corrective action Plan*

*The center will obtain and place a working thermometer in [ ].*

Date to be Completed: 05/19/2018

**Food Service (continued)**

8.16.2.25 E Meal Times Compliance

**Health & Safety Requirements**

8.16.2.26 A Hygiene Compliance

8.16.2.26 B First Aid Requirements Compliance

8.16.2.26 C Medication Compliance

8.16.2.27 A-D Illness Requirements for Centers Compliance

8.16.2.28 A-H Transportation Requirements for Centers N/A

**Buildings, Grounds & Safety**

8.16.2.29 A Housekeeping **Non-compliance**

*The Toys are not in good repair as evidenced by the toys in the playground are cracked.*

*Corrective Action Plan*

*Repairs will be completed and a system for routine inspection of the center and premises will be established.*

Date to be Completed: 05/19/2018

8.16.2.29 B Pest Control Compliance

8.16.2.29 C Mechanical Systems Compliance

8.16.2.29 D Water and Waste Compliance

8.16.2.29 E Lighting, Lighting Fixtures and Electrical Compliance

8.16.2.29 F Exits and Windows Compliance

8.16.2.29 G Toilet and Bathing Facilities Compliance

8.16.2.29 H Safety Compliance **Non-compliance**

*The center does not have verification of an annual fire inspection from the fire authority having jurisdiction.*

*Corrective Action Plan*

*An annual fire inspection will be requested from the fire authority having jurisdiction over the center.*

Date to be Completed: 05/19/2018

8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances Compliance

8.16.2.29 J Pets Not Inspected

**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: *Dion Ortega*



Facility Representative: *Osiris Roberts*

