



DCCA-CCLP/CCDF INSPECTION SUMMARY REPORT

Business Name: REQ DAY & NIGHT DAY CARE Physical Address: NAVY HILL
 (INFANT)
 Primary Contact Person: REX JOHN PENAROYO Contact Number: 670-233-7846
 2nd Contact Person: ROSEMARIE PENAROYO Email Address: reqchildcare@yahoo.com
 Date of Inspection: JANUARY 03, 2019 Inspector(s): EDWIN L. BASTO

Category(s): Licensed Provider License-Exempt Provider

Type of Assessment: Preliminary Renewal Monitoring/Visit Extension New Site
 Unannounced Announced

Capacity: Follow-up Date of Previous Visit: _____
 Occupant Load _____ Actual Enrollment _____

Child Care Services:

Age-Group (youngest to the oldest)/# of Staff:

Infants Ages 6-9 months (9) Staff 3 Toddlers _____ Ages _____ Staff _____
 K-3 _____ Ages _____ Staff _____ K-4 _____ Ages _____ Staff _____
 K-5 _____ Ages _____ Staff _____ Before/After-School _____ Ages _____ Staff _____

* Teacher: GAUDENCIA CORILLA

Type of Child Care:

Infant/Toddler Before/After Sch. Pro. Day Care Center
 Group C.C. Home Family C.C. Home

Pre-Service Training: # of Newly Approved Provider _____ # of Provider Completed _____

C.C. License#: CCL-1091 Date of issued: 12-15-18 Expiration Date: 03-15-19

(Provisional License)

CCDF Certificate#: _____ Date of issued: _____ Expiration Date: _____

Grouping Clause Monitoring Inspection:

- (1) Electrical
- (3) Emergency
- (5) Outdoor
- (7) Health
- (9) Other
- (2) Signage
- (4) Sanitary
- (6) Capacity
- (8) Documents

HEALTH & SAFETY	YES	NO	COMMENT
(1) Electrical cords are securely installed, does not crossed pathways, and no tripping hazard.	√		
(1-a) Fuse box is covered and out of children's reach.	√		
(1-b) Indoor & outdoor outlets at a height of 7 ft. & below are covered or blocked off.	√		
(2) All facility's required documents are posted at visitor's view.	√		
(2-a) Provider's required documents are posted in a conspicuous area.	√		
(2-b) "No Smoking" and "Exit" signs are posted within view at an appropriate area.	√		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and at child's eye level.	√		
(2-d) Emergency contact numbers are posted near the working land-line telephone.	√		
(2-e) DPW approved floor plan are posted in each enclosed room, specifying that particular room.	√		
(2-f) Children's allergy information is posted in the appropriate area.	N/A		
(2-g) Daily Activities Schedule are posted at visitor's view, and if differ by Age-group must be posted in each room.	√		
(2-h) Alternate staff schedule are posted at the designated room.	N/A		
(3) Provider's Emergency Preparedness and Response Plan (EPRP) is approved by Child Care Program.	√		
(3-a) Provider submits revised EPRP within 5 calendar days after the changes and must follow-up for approval.	√		
(3-a) All caregivers are knowledgeable of their EPRP and their responsibilities in an event of an emergency/disaster.	√		
(3-b) Emergency drills are conducted and recorded monthly.		√	LAST DRILL CONDUCTED IN OCTOBER 2018
(3-c) Disaster drills are performed and noted every six months.	√		
(3-d) Recorded drills are accessible for visitors' review.	√		
(3-e) First-Aid kit is available and accessible.	√		
(3-f) Medical items in the kit are valid/updated.	√		
(3-g) Facility is equipped with necessary # of fire extinguisher and are inspected as required.	√		
(3-h) Extinguishers are securely place in a safe and convenient space.	√		
(3-i) Smoke detectors are properly installed at each needed area.	√		
(3-j) Facility is furnished with workable smoke alarms.	N/A		INFANTS WERE SLEEPING. DID NOT TEST THE UNIT.
(3-k) Provider's alternative and designated evacuation sites are stated in their policy/handbook.	√		
(3-l) Families are informed with the provider's EPRP procedures.	√		


(3-m) Children's emergency contact information are updated and reviewed monthly.	√		
HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	√		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, all enclosed rooms has no bad smell/any scent, and are well maintained.	√		
(4-a) All cleaning chemical are stored out of the children's reach.	√		
(4-b) Facility is furnished with age appropriate items that are in good and safe condition.	√		
(4-c) Facility are equipped with sufficient number of comfort room (as to the occupant load).	√		
(4-d) Toiletries (hand-soap, toothbrush, toothpaste, towel/paper towel, toilet tissue, etc.) are replenished, available and accessible.	N/A		RESTROOM NOT INSPECTED
(4-e) Children's toothbrush is covered individually and stored separately in standing position.	N/A		
(4-f) All children's items are disinfected daily or as necessary.	√		
(5) Outdoor playground is well maintained, outdoor items are organized, yard is clean and odor free.	√		
(5-a) Playground surfacing is free from tripping hazards, and equipment are free from sharp edges, and rust.	√		
(5-b) Playground is far from the main road.	√		
(5-c) Playground is shaded and enclosed.	√		
(5-d) Outdoor items are age appropriate.	√		
(5-e) Non-child-proved equipment is stored out of the children's reach.		√	A LADDER WAS LEFT IN THE PLAY YARD
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the enrolled number of children.	√		
(6-a) Floater staff is available to cover assigned staff, in an event he/she has to leave the room.	N/A		
(7) Provider obtained enrolled children's health information. Child's immunization card or valid health certificate, and/or clearance of transferable disease from child's physician.	√		
(7-a) Enrolled children are developmentally screened using the ASQ screening tool (for ages: 0-5).	N/A		
(7-b) Developmentally delayed children are referred to the appropriate agencies.	N/A		
(7-c) Screening results is utilize to conduct activities that will enhance the particular child at risk the opportunities for improvement with their limitation.	N/A		
(7-d) Daily health check are conducted to all enrolled children.	√		
(7-e) Comfortable room is provided for enrolled children that are sick.		√	PARENTS ARE CALL TO PICKUP THEIR CHILD WHEN THEY ARE SICK


(7-f) Children enrolled and authorized providers in the center are free from tuberculosis.	√		
HEALTH & SAFETY	YES	NO	COMMENTS
(7-g) Provider has updated health or food handler certificate.	√		
(7-h) Hand-washing is performed through-out the day (before entering the center, before/after meal, after using the toilet, and after each diaper changed).	√		
(7-h) Provider is subject to the Open-door policy.	√		
(8) Valid required documents and the preliminary or renewal application is complete and submitted to the program 60 calendar days prior to its initial opening or to the expiration date of C.C. License.	√		
(8-a) Receipt of updated facilities required documents 30 calendar days prior to its expiration date.	√		
(8-b) Providers' valid required documents are submitted to the program 30 calendar days prior to its expiration date.	√		
(8-c) All new provider has completed the Pre-service Training requirements 6 months from CCLP approving date.	√		
(8-d) New providers that are working on the Pre-service Training requirement is updating the program with completed topics.	√		
(8-e) New provider(s) is not left alone with a group of children until he/she completed the pre-service requirement and get completion notice from the program.	√		
(8-f) Center director informed all staffs about available scheduled training sessions, workshops, seminars, or courses.	√		
(8-g) Provider(s) has met the required annual training hours.	√		
(8-f) Daily health-check recorded and is accessible for review by Child Care staffs/parents.	√		DOCS LOCATED ON THE MAIN ENTRANCE.
(8-g) Enrolled children's documents (registration, health information, screening results, etc.) are filed individually (by each child).	√		
(8-h) Documents and information on all enrolled children are updated.	√		


Additional Notes:

Acknowledgement:

I, Gaudencia L. Corilla, hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date:  01/03/19

Inspected & Reported By: 
Edwin L. Basto
Print & Sign 01/03/19
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor 1/18/2019
Date



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



COPY

Provider's Name: REQ DAY & NIGHT DAY CARE Physical Address: NAVY HILL
(INFANT)

Contact Person REX JOHN PENAROYO Contact Number: 670-233-7846

* Teacher: GAUDENCIA CORILLA

Category(s): Center Group Home:

Date of Assessment: JANUARY 03, 2019 Assessed By: EDWIN L. BASTO
Print Name

Type of Assessment:

Preliminary Renewal Announced Unannounced: Monitoring:

CCLP#: 1091 Date of issued: 12-15-18 Expiration Date: 03-15-19 Capacity: _____
(Provisional License)

Staff Child Ratio- No concern on child ratio. No Discrepancy Noted.

(1) **Electrical**

- No Concerns with Electrical. No Discrepancy Noted.

(2) **Signage**

- All required signs are posted. No Discrepancy Noted

(3) **Emergency**

- Emergency exit floor plan are posted. No Discrepancy Noted

(4) **Sanitary**

- The infant room was well maintained and organize. No Discrepancy Noted

(5) **Outdoor**

- A ladder was inside the playground area within the children's reach. I advised Mr. Rex (Director) to please remove the ladder away from the playground area. Rex address my concern on the spot. Overall, the yard was well maintained.

(6) **Capacity**

- Unable to verify the capacity for each room as the floor plan was not posted. Recommendation: A copy for DPW floor plan needs to posted.

(7) **Health**

- No Concern to infant room as it is highly maintained. No Discrepancy Noted

(8) **Documents**

- All other required documents are posted except for the floor plan.

1/28/19

(9) Other

NOTE: Provider Assessment Monitoring checklist is available upon request.



Prepared By:
Edwin L. Basto
CCLP Safety Inspector



1/22/2019

Concurred by:
Gordon B. Salas
CCLP Supervisor



DCCA-CCLP/CCDF INSPECTION SUMMARY REPORT

Business Name: REQ DAY & NIGHT DAY CARE
(TRANSITION OLDER TODDLER)

Physical Address: NAVY HILL

Primary Contact Person: REX JOHN PENAROYO

Contact Number: 670-233-7846

2nd Contact Person: ROSEMARIE PENAROYO

Email Address: reqchildcare@yahoo.com

Date of Inspection: JAN 03, 2019

Inspector(s): EDIWN BASTO

Category(s): Licensed Provider

License-Exempt Provider

Type of Assessment: Preliminary Renewal Monitoring/Visit Extension New Site

Unannounced

Announced

Follow-up

Date of Previous Visit: _____

Capacity: Occupant Load _____

Actual Enrollment _____

Child Care Services:

Age-Group (youngest to the oldest)/# of Staff:

Infants Ages _____ Staff _____ Toddlers Ages 2yrs(5) Staff 1

K-3 Ages _____ Staff _____ K-4 Ages _____ Staff _____

K-5 Ages _____ Staff _____ Before/After-School Ages _____ Staff _____

* Teacher: DORIS DE VILLA

Type of Child Care:

Infant/Toddler Before/After Sch. Pro. Day Care Center

Group C.C. Home Family C.C. Home

Pre-Service Training: # of Newly Approved Provider _____ # of Provider Completed _____

C.C. License#: 1091 Date of issued: 12-15-18 Expiration Date: 03-15-19

(Provisional License)

CCDF Certificate#: _____ Date of issued: _____ Expiration Date: _____

Grouping Clause Monitoring Inspection:

- (1) Electrical
- (2) Signage
- (3) Emergency
- (4) Sanitary
- (5) Outdoor
- (6) Capacity
- (7) Health
- (8) Documents
- (9) Other

HEALTH & SAFETY	YES	NO	COMMENT
(1) Electrical cords are securely installed, does not crossed pathways, and no tripping hazard.	✓		
(1-a) Fuse box is covered and out of children's reach.	✓		
(1-b) Indoor & outdoor outlets at a height of 7 ft. & below are covered or blocked off.	✓		
(2) All facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are posted in a conspicuous area.	✓		
(2-b) "No Smoking" and "Exit" signs are posted within view at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working land-line telephone.	N/A		
(2-e) DPW approved floor plan are posted in each enclosed room, specifying that particular room.		✓	
(2-f) Children's allergy information is posted in the appropriate area.	N/A		TEACHER DORIS WAS NOT IN THE CLASSROOM WHILE I CONDUCTED MY INSPECTION.
(2-g) Daily Activities Schedule are posted at visitor's view, and if differ by Age-group must be posted in each room.	✓		
(2-h) Alternate staff schedule are posted at the designated room.	N/A		
(3) Provider's Emergency Preparedness and Response Plan (EPRP) is approved by Child Care Program.	✓		
(3-a) Provider submits revised EPRP within 5 calendar days after the changes and must follow-up for approval.	✓		
(3-a) All caregivers are knowledgeable of their EPRP and their responsibilities in an event of an emergency/disaster.	N/A		TEACHER DORIS WAS NOT IN THE CLASSROOM WHILE I CONDUCTED MY INSPECTION.
(3-b) Emergency drills are conducted and recorded monthly.		✓	LAST DRILL CONDUCTED IN OCTOBER.
(3-c) Disaster drills are performed and noted every six months.	✓		
(3-d) Recorded drills are accessible for visitors' review.	✓		
(3-e) First-Aid kit is available and accessible.	✓		
(3-f) Medical items in the kit are valid/updated.	✓		
(3-g) Facility is equipped with necessary # of fire extinguisher and are inspected as required.	✓		
(3-h) Extinguishers are securely place in a safe and convenient space.	✓		
(3-i) Smoke detectors are properly installed at each needed area.	✓		
(3-j) Facility is furnished with workable smoke alarms.			A CHILD WAS SLEEPING. UNABLE TO TEST.
(3-k) Provider's alternative and designated evacuation sites are stated in their policy/handbook.	✓		
(3-l) Families are informed with the provider's EPRP procedures.	✓		

(3-m) Children's emergency contact information are updated and reviewed monthly.	N/A		
HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	N/A		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, all enclosed rooms has no bad smell/any scent, and are well maintained.	✓		
(4-a) All cleaning chemical are stored out of the children's reach.	✓		
(4-b) Facility is furnished with age appropriate items that are in good and safe condition.	✓		
(4-c) Facility are equipped with sufficient number of comfort room (as to the occupant load).	N/A		
(4-d) Toiletries (hand-soap, toothbrush, toothpaste, towel/paper towel, toilet tissue, etc.) are replenished, available and accessible.	✓		
(4-e) Children's toothbrush is covered individually and stored separately in standing position.	N/A		
(4-f) All children's items are disinfected daily or as necessary.	N/A		
(5) Outdoor playground is well maintained, outdoor items are organized, yard is clean and odor free.	✓		
(5-a) Playground surfacing is free from tripping hazards, and equipment are free from sharp edges, and rust.	✓		
(5-b) Playground is far from the main road.	✓		
(5-c) Playground is shaded and enclosed.	✓		
(5-d) Outdoor items are age appropriate.	✓		
(5-e) Non-child-proved equipment is stored out of the children's reach.			
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the enrolled number of children.	✓		
(6-a) Floater staff is available to cover assigned staff, in an event he/she has to leave the room.	N/A		
(7) Provider obtained enrolled children's health information. Child's immunization card or valid health certificate, and/or clearance of transferable disease from child's physician.	N/A		
(7-a) Enrolled children are developmentally screened using the ASQ screening tool (for ages: 0-5).	N/A		
(7-b) Developmentally delayed children are referred to the appropriate agencies.	N/A		
(7-c) Screening results is utilize to conduct activities that will enhance the particular child at risk the opportunities for improvement with their limitation.	N/A		
(7-d) Daily health check are conducted to all enrolled children.	✓		TEACHERS STATED HEALTH CHECK IS UPON ADMISSION
(7-e) Comfortable room is provided for enrolled children that are sick.	N/A		


(7-f) Children enrolled and authorized providers in the center are free from tuberculosis.	N/A		
HEALTH & SAFETY	YES	NO	COMMENTS
(7-g) Provider has updated health or food handler certificate.	✓		
(7-h) Hand-washing is performed through-out the day (before entering the center, before/after meal, after using the toilet, and after each diaper changed).	N/A		
(7-h) Provider is subject to the Open-door policy.	N/A		
(8) Valid required documents and the preliminary or renewal application is complete and submitted to the program 60 calendar days prior to its initial opening or to the expiration date of C.C. License.	✓		
(8-a) Receipt of updated facilities required documents 30 calendar days prior to its expiration date.	✓		
(8-b) Providers' valid required documents are submitted to the program 30 calendar days prior to its expiration date.	✓		
(8-c) All new provider has completed the Pre-service Training requirements 6 months from CCLP approving date.	✓		
(8-d) New providers that are working on the Pre-service Training requirement is updating the program with completed topics.	✓		
(8-e) New provider(s) is not left alone with a group of children until he/she completed the pre-service requirement and get completion notice from the program.	✓		
(8-f) Center director informed all staffs about available scheduled training sessions, workshops, seminars, or courses.	N/A		
(8-g) Provider(s) has met the required annual training hours.	✓		
(8-f) Daily health-check recorded and is accessible for review by Child Care staffs/parents.	✓		
(8-g) Enrolled children's documents (registration, health information, screening results, etc.) are filed individually (by each child).	✓		
(8-h) Documents and information on all enrolled children are updated.	✓		

Additional Notes: Teacher Doris was not able to be present during my inspection. She had to bring the children to the playground. I conducted my inspection in her classroom without her presence.


Acknowledgement:

I, Don Doms Mercado, hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date:  1/3/2019

Inspected & Reported By: 
EDWIN L. BASTO
Print & Sign

JANUARY 03, 2019
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor

1/18/2019
Date

note: Observed after inspection.



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



COPY



1/28/19

Provider's Name: REG DAY & NIGHT DAY CARE **Physical Address:** NAVY HILL
(TRANSITION OLDER TODDLER)
Contact Person: REX JOHN PENAROYO **Contact Number:** 670-233-7846
*** Teacher:** DORIS DE VILLA

Category(s): **Center** **Group Home:**

Date of Assessment: JANUARY 03, 2019 **Assessed By:** EDWIN L. BASTO
Print Name

Type of Assessment:
Preliminary **Renewal** **Announced** **Unannounced:** **Monitoring:**

CCLP#: 1091 **Date of issued:** 12-15-18 **Expiration Date:** 03-15-19 **Capacity:** _____
(Provisional License)

Staff Child Ratio - No concern with ratio. No Discrepancy Noted.

- (1) **Electrical** – Meets safety requirement on electrical. No Discrepancy Noted.
- (2) **Signage** -No DPW approved floor plan posted.
Recommendation: Get a copy of the floor plan and post on the wall.
- (3) **Emergency** – Class equipped with fire extinguisher and smoke detector. However, smoke detector was not tested. A child on the other class was sleeping.
- (4) **Sanitary** - No Discrepancy Noted.
- (5) **Outdoor**
 - A ladder was inside the playground area within the children's reach. I advised Mr. Rex (Director) to please remove the ladder away from the playground area. Rex address my concern on the spot. Overall, the yard was well maintained.
- (6) **Capacity**
 - Unable to verify the capacity for the room as the floor plan was not posted.
- (7) **Health**
- (8) Unable to verify with teacher Doris with her procedure when a child is sick.
- (9) **Documents**
 - All other required documents were posted on the wall except for DPW approved floor plan.
- (10) **Other**
 - Teacher Doris was not able to be part of my inspection, she had a class activity which I did not want to interrupt. However, while my supervisor was there to observed my inspection, I continue.

NOTE: Provider Assessment Monitoring checklist is available upon request.



Prepared By:
Edwin L. Basto
CCLP Safety Inspector



1/22/2019

Concurred by:
Gordon B. Salas
CCLP Supervisor



DCCA-CCLP/CCDF INSPECTION SUMMARY REPORT

Business Name: REQ DAY & NIGHT DAY CARE
(TODDLER)

Physical Address: NAVY HILL

Primary Contact Person: REX JOHN PENAROYO

Contact Number: 670-233-7846

2nd Contact Person: ROSEMARIE PENAROYO

Email Address: reqchildcare@yahoo.com

Date of Inspection: JAN 03, 2019

Inspector(s): EDWIN NBASTO

Category(s): Licensed Provider

License-Exempt Provider

Type of Assessment: Preliminary Renewal Monitoring/Visit Extension
New Site Unannounced Announced

Follow-up

Date of Previous Visit: _____

Capacity: Occupant Load _____

Actual Enrollment _____

Child Care Services:

Age-Group (youngest to the oldest)/# of Staff:

Infants Ages _____ Staff _____ Toddlers Ages 19mth-35mth (12) Staff 2

K-3 Ages _____ Staff _____ K-4 Ages _____ Staff _____

K-5 Ages _____ Staff _____ Before/After-School Ages _____ Staff _____

* Teacher: RUSSEL SEGOTIER

Type of Child Care:

Infant/Toddler Before/After Sch. Pro. Day Care Center

Group C.C. Home Family C.C. Home

Pre-Service Training: # of Newly Approved Provider _____ # of Provider Completed _____

C.C. License#: CCL-1091 Date of issued: 12-15-18 Expiration Date: 03-15-19

(Provisional License)

CCDF Certificate#: _____ Date of issued: _____ Expiration Date: _____

Grouping Clause Monitoring Inspection:

- | | | | | |
|----------------|---------------|--------------|---------------|-----------|
| (1) Electrical | (3) Emergency | (5) Outdoor | (7) Health | (9) Other |
| (2) Signage | (4) Sanitary | (6) Capacity | (8) Documents | |

HEALTH & SAFETY	YES	NO	COMMENT
(1) Electrical cords are securely installed, does not crossed pathways, and no tripping hazard.	✓		
(1-a) Fuse box is covered and out of children's reach.	✓		
(1-b) Indoor & outdoor outlets at a height of 7 ft. & below are covered or blocked off.	✓		
(2) All facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are posted in a conspicuous area.	✓		
(2-b) "No Smoking" and "Exit" signs are posted within view at an appropriate area.		✓	NO EXIT SIGN WAS POSTED AT THE BACK OF THE BUILDING
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working land-line telephone.	✓		
(2-e) DPW approved floor plan are posted in each enclosed room, specifying that particular room.		✓	NO DPW FLOOR PLAN POSTED
(2-f) Children's allergy information is posted in the appropriate area.	N/A		
(2-g) Daily Activities Schedule are posted at visitor's view, and if differ by Age-group must be posted in each room.	✓		
(2-h) Alternate staff schedule are posted at the designated room.	N/A		
(3) Provider's Emergency Preparedness and Response Plan (EPRP) is approved by Child Care Program.	✓		
(3-a) Provider submits revised EPRP within 5 calendar days after the changes and must follow-up for approval.	✓		
(3-a) All caregivers are knowledgeable of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.	✓		
(3-c) Disaster drills are performed and noted every six months.	✓		
(3-d) Recorded drills are accessible for visitors' review.	✓		
(3-e) First-Aid kit is available and accessible.	✓		
(3-f) Medical items in the kit are valid/updated.	✓		
(3-g) Facility is equipped with necessary # of fire extinguisher and are inspected as required.	✓		
(3-h) Extinguishers are securely place in a safe and convenient space.	✓		
(3-i) Smoke detectors are properly installed at each needed area.	✓		
(3-j) Facility is furnished with workable smoke alarms.	N/A		A CHILD WAS SLEEPING, UNABLE TO VERIFY
(3-k) Provider's alternative and designated evacuation sites are stated in their policy/handbook.	✓		
(3-l) Families are informed with the provider's EPRP procedures.	✓		

(3-m) Children's emergency contact information are updated and reviewed monthly.	✓		
HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	✓		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, all enclosed rooms has no bad smell/any scent, and are well maintained.	✓		
(4-a) All cleaning chemical are stored out of the children's reach.	✓		
(4-b) Facility is furnished with age appropriate items that are in good and safe condition.	✓		
(4-c) Facility are equipped with sufficient number of comfort room (as to the occupant load).	✓		
(4-d) Toiletries (hand-soap, toothbrush, toothpaste, towel/paper towel, toilet tissue, etc.) are replenished, available and accessible.		✓	TOOTHBRUSH WAS PLACE INSIDE AN ICE COOLER MIXED WITH MEALS.
(4-e) Children's toothbrush is covered individually and stored separately in standing position.		✓	TOOTHBRUSH WAS NOT COVERED INDIVIDUALLY
(4-f) All children's items are disinfected daily or as necessary.	✓		
(5) Outdoor playground is well maintained, outdoor items are organized, yard is clean and odor free.	✓		
(5-a) Playground surfacing is free from tripping hazards, and equipment are free from sharp edges, and rust.	✓		
(5-b) Playground is far from the main road.	✓		
(5-c) Playground is shaded and enclosed.	✓		
(5-d) Outdoor items are age appropriate.	✓		
(5-e) Non-child-proved equipment is stored out of the children's reach.		✓	A LADDER WAS LEFT IN THE PLAYGROUND
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the enrolled number of children.	✓		
(6-a) Floater staff is available to cover assigned staff, in an event he/she has to leave the room.	N./A		
(7) Provider obtained enrolled children's health information. Child's immunization card or valid health certificate, and/or clearance of transferable disease from child's physician.	✓		
(7-a) Enrolled children are developmentally screened using the ASQ screening tool (for ages: 0-5).	N/A		
(7-b) Developmentally delayed children are referred to the appropriate agencies.	N/A		
(7-c) Screening results is utilize to conduct activities that will enhance the particular child at risk the opportunities for improvement with their limitation.	N/A		
(7-d) Daily health check are conducted to all enrolled children.	✓		
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		


(7-f) Children enrolled and authorized providers in the center are free from tuberculosis.	✓		
HEALTH & SAFETY	YES	NO	COMMENTS
(7-g) Provider has updated health or food handler certificate.	✓		
(7-h) Hand-washing is performed through-out the day (before entering the center, before/after meal, after using the toilet, and after each diaper changed).	✓		
(7-h) Provider is subject to the Open-door policy.	✓		
(8) Valid required documents and the preliminary or renewal application is complete and submitted to the program 60 calendar days prior to its initial opening or to the expiration date of C.C. License.	✓		
(8-a) Receipt of updated facilities required documents 30 calendar days prior to its expiration date.	✓		
(8-b) Providers' valid required documents are submitted to the program 30 calendar days prior to its expiration date.	✓		
(8-c) All new provider has completed the Pre-service Training requirements 6 months from CCLP approving date.	✓		
(8-d) New providers that are working on the Pre-service Training requirement is updating the program with completed topics.	✓		
(8-e) New provider(s) is not left alone with a group of children until he/she completed the pre-service requirement and get completion notice from the program.	✓		
(8-f) Center director informed all staffs about available scheduled training sessions, workshops, seminars, or courses.	✓		
(8-g) Provider(s) has met the required annual training hours.	✓		
(8-f) Daily health-check recorded and is accessible for review by Child Care staffs/parents.	✓		
(8-g) Enrolled children's documents (registration, health information, screening results, etc.) are filed individually (by each child).	✓		
(8-h) Documents and information on all enrolled children are updated.	✓		

Additional Notes:

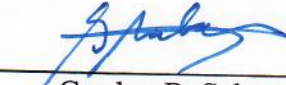
Acknowledgement:

I, Russel P. Segotier, hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date: RSegotier / 1/2/19

Inspected & Reported By: 
Edwin L. Basto
Print & Sign

01/02/19
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor

1/10/2019
Date



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



COPY

1/29/19

Provider's Name: REQ DAY & NIGHT DAY CARE (TODDLER) **Physical Address:** NAVY HILL
Contact Person: REX JOHN PENAROYO **Contact Number:** 670-233-7846
*** Teacher:** RUSSEL SEGOGTIER/ EVA FLORES

Category(s): Center Group Home

Date of Assessment: JANUARY 03, 2019 **Assessed By:** EDWIN L. BASTO
Print Name

Type of Assessment:

Preliminary **Renewal** **Announced** **Unannounced:** **Monitoring:**

CCLP#: 1091 **Date of issued:** 12-15-18 **Expiration Date:** 03-15-19 **Capacity:**
(Provisional License)

Staff Child Ratio - No concern on staff-child ratio.

(1) **Electrical**

No Discrepancy Noted.

(2) **Signage:**

- An exit door to the rear of the building does not have an exit sign on top of the door. Ms. Russel stated rear door is part of their emergency evacuation plan.

Recommendation: Place an exit sign on the top of the door

(3) **Emergency**

- The facility is equipped with fire extinguisher and smoke detector.

(4) **Sanitary**

- The room was well maintained. No Discrepancy Noted.

(5) **Outdoor**

- A ladder was inside the playground area within the children's reach. I advised Mr. Rex (Director) to please remove the ladder away from the playground area. Rex address my concern on the spot. Overall, the yard was well maintained.

(6) **Capacity**

- Unable to verify the capacity for the room.

(7) **Health**

- Children toothbrush are not covered and separated.

Recommendation: Separate each toothbrush individually and make sure each toothbrush is covered and placed in a standing position.

(8) Documents

- All required documents were posted on the wall and visible to parents and visitors.
No Discrepancy Noted.

(9) Other

- Fire extinguisher was not tested. A child was sleeping.

NOTE: Provider Assessment Monitoring checklist is available upon request.



Prepared By:
Edwin L. Basto
CCLP Safety Inspector



1/22/2019

Concurred by:
Gordon B. Salas
CCLP Supervisor



DCCA-CCLP/CCDF INSPECTION SUMMARY REPORT

Business Name: REQ DAY & NIGHT DAY CARE
(PRE-SCHOOL)

Physical Address: NAVY HILL

Primary Contact Person: REX JOHN PENAROYO

Contact Number: 670-233-7846

2nd Contact Person: ROSEMARIE PENAROYO

Email Address: reqchildcare@yahoo.com

Date of Inspection: JAN 03, 2019

Inspector(s): EDWIN BASTO

Category(s): Licensed Provider

License-Exempt Provider

Type of Assessment: Preliminary Renewal Monitoring/Visit Extension
New Site Unannounced Announced

Follow-up

Date of Previous Visit: _____

Capacity: Occupant Load _____

Actual Enrollment _____

Child Care Services:

Age-Group (youngest to the oldest)/# of Staff:

Infants _____ Ages _____ Staff _____ Toddlers _____ Ages _____ Staff _____

K-3 _____ Ages _____ Staff _____ K-4 Ages 4yrs (3) Staff _____

K-5 Ages 5yrs (4) Staff 1 Before/After-School _____ Ages _____ Staff _____

* Teacher: ROWENA CERVANTES

Type of Child Care:

Infant/Toddler Before/After Sch. Pro. Day Care Center

Group C.C. Home Family C.C. Home

Pre-Service Training: # of Newly Approved Provider _____ # of Provider Completed _____

C.C. License#: 1091 Date of issued: 12-15-18 Expiration Date: 03-15-19
(Provisional License)

CCDF Certificate#: _____ Date of issued: _____ Expiration Date: _____

Grouping Clause Monitoring Inspection:

- (1) Electrical
- (2) Signage
- (3) Emergency
- (4) Sanitary
- (5) Outdoor
- (6) Capacity
- (7) Health
- (8) Documents
- (9) Other

HEALTH & SAFETY	YES	NO	COMMENT
(1) Electrical cords are securely installed, does not crossed pathways, and no tripping hazard.	✓		
(1-a) Fuse box is covered and out of children's reach.	✓		
(1-b) Indoor & outdoor outlets at a height of 7 ft. & below are covered or blocked off.	✓		
(2) All facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are posted in a conspicuous area.	✓		
(2-b) "No Smoking" and "Exit" signs are posted within view at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working land-line telephone.	✓		
(2-e) DPW approved floor plan are posted in each enclosed room, specifying that particular room.		✓	DOES NOT HAVE A DPW FLOOR PLAN
(2-f) Children's allergy information is posted in the appropriate area.	N/A		
(2-g) Daily Activities Schedule are posted at visitor's view, and if differ by Age-group must be posted in each room.	✓		
(2-h) Alternate staff schedule are posted at the designated room.	N/A		
(3) Provider's Emergency Preparedness and Response Plan (EPRP) is approved by Child Care Program.	✓		
(3-a) Provider submits revised EPRP within 5 calendar days after the changes and must follow-up for approval.	✓		
(3-a) All caregivers are knowledgeable of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.	✓		
(3-c) Disaster drills are performed and noted every six months.	✓		
(3-d) Recorded drills are accessible for visitors' review.	✓		
(3-e) First-Aid kit is available and accessible.	✓		
(3-f) Medical items in the kit are valid/updated.	✓		
(3-g) Facility is equipped with necessary # of fire extinguisher and are inspected as required.	✓		
(3-h) Extinguishers are securely place in a safe and convenient space.	✓		
(3-i) Smoke detectors are properly installed at each needed area.	✓		
(3-j) Facility is furnished with workable smoke alarms.	✓		
(3-k) Provider's alternative and designated evacuation sites are stated in their policy/handbook.	✓		
(3-l) Families are informed with the provider's EPRP procedures.	✓		
(3-m) Children's emergency contact information are updated and reviewed monthly.	✓		

HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	✓		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, all enclosed rooms has no bad smell/any scent, and are well maintained.	✓		
(4-a) All cleaning chemical are stored out of the children's reach.	✓		
(4-b) Facility is furnished with age appropriate items that are in good and safe condition.	✓		
(4-c) Facility are equipped with sufficient number of comfort room (as to the occupant load).	✓		
(4-d) Toiletries (hand-soap, toothbrush, toothpaste, towel/paper towel, toilet tissue, etc.) are replenished, available and accessible.	✓		
(4-e) Children's toothbrush is covered individually and stored separately in standing position.	N/A		
(4-f) All children's items are disinfected daily or as necessary.	✓		
(5) Outdoor playground is well maintained , outdoor items are organized, yard is clean and odor free.	✓		
(5-a) Playground surfacing is free from tripping hazards, and equipment are free from sharp edges, and rust.	✓		
(5-b) Playground is far from the main road.	✓		
(5-c) Playground is shaded and enclosed.	✓		
(5-d) Outdoor items are age appropriate.	✓		
(5-e) Non-child-proved equipment is stored out of the children's reach.		✓	A LADDER WAS LEFT IN THE PLAY YARD
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the enrolled number of children.	✓		
(6-a) Floater staff is available to cover assigned staff, in an event he/she has to leave the room.	N/A		
(7) Provider obtained enrolled children's health information. Child's immunization card or valid health certificate, and/or clearance of transferable disease from child's physician.	✓		DOCUMENTATION LOCATED IN THE MAIN OFFICE
(7-a) Enrolled children are developmentally screened using the ASQ screening tool (for ages: 0-5).	N/A		
(7-b) Developmentally delayed children are referred to the appropriate agencies.	N/A		
(7-c) Screening results is utilize to conduct activities that will enhance the particular child at risk the opportunities for improvement with their limitation.	N/A		
(7-d) Daily health check are conducted to all enrolled children.	✓		
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		
(7-f) Children enrolled and authorized providers in the center are free from tuberculosis.	✓		

<i>HEALTH & SAFETY</i>	<i>YES</i>	<i>NO</i>	<i>COMMENTS</i>
(7-g) Provider has updated health or food handler certificate.	✓		
(7-h) Hand-washing is performed through-out the day (before entering the center, before/after meal, after using the toilet, and after each diaper changed).	✓		
(7-h) Provider is subject to the Open-door policy.	✓		
(8) Valid required documents and the preliminary or renewal application is complete and submitted to the program 60 calendar days prior to its initial opening or to the expiration date of C.C. License.	✓		
(8-a) Receipt of updated facilities required documents 30 calendar days prior to its expiration date.	✓		
(8-b) Providers' valid required documents are submitted to the program 30 calendar days prior to its expiration date.	✓		
(8-c) All new provider has completed the Pre-service Training requirements 6 months from CCLP approving date.	✓		
(8-d) New providers that are working on the Pre-service Training requirement is updating the program with completed topics.	✓		
(8-e) New provider(s) is not left alone with a group of children until he/she completed the pre-service requirement and get completion notice from the program.	✓		
(8-f) Center director informed all staffs about available scheduled training sessions, workshops, seminars, or courses.	✓		
(8-g) Provider(s) has met the required annual training hours.	✓		
(8-f) Daily health-check recorded and is accessible for review by Child Care staffs/parents.	✓		
(8-g) Enrolled children's documents (registration, health information, screening results, etc.) are filed individually (by each child).	✓		
(8-h) Documents and information on all enrolled children are updated.	✓		

Additional Notes:

Acknowledgement:

I, Rowena Cervantes, hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date: Rowena Cervantes 1-3-19

Inspected & Reported By: 
Edwin L. Basto
Print & Sign

01/03/19
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor

1/18/2019
Date



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



COPY

Provider's Name: REQ DAY & NIGHT DAY CARE Physical Address: NAVY HILL
(PRE-SCHOOL)
Contact Person: REX JOHN PENAROYO Contact Number: 670-233-7846
* Teacher: ROWENA CERVANTES

Category(s): Center Group Home:

Date of Assessment: JANUARY 03, 2019 Assessed By: EDWIN L. BASTO
Print Name

Type of Assessment:

Preliminary Renewal Announced Unannounced: Monitoring:

1/03/19
[Signature]

CCLP#: 1091 Date of issued: 12-15-18 Expiration Date: 03-15-19 Capacity: _____
(Provisional License)

Staff Child Ratio- No concern on staff-child ratio. No discrepancy noted.

(1) **Electrical**

No electrical concern, all outlets were covered with safety plug. No Discrepancy Noted.

(2) **Signage:** DPW floor plan was not posted.

- Recommendation: Make a copy of the floor plan and post on the wall.

(3) **Emergency**

Emergency evacuation exit plan was posted on each door.
Smoke detector was tested and functions properly. No Discrepancy Noted.

(4) **Sanitary**

- Area was organized and well maintained. No Discrepancy Noted

(5) **Outdoor**

- A ladder was inside the playground area within the children's reach. I advised Mr. Rex (Director) to please remove the ladder away from the playground area. Rex address my concern on the spot. Overall, the yard was well maintained.

(6) **Capacity**

- Capacity for the room was in compliance. No Discrepancy Noted.

(7) **Health**

- One room is available to separate children who are sick. Teacher will contact parents as soon as they noticed that a child is sick.

(8) **Documents**

- All required documents are posted. No Discrepancy Noted

(9) Other

- Monthly drill was last conducted in October 2018.

Recommendation: Monthly drill should be continued, it will help staff and children when an actual situation arise.

NOTE: Provider Assessment Monitoring checklist is available upon request.



Prepared By:
Edwin L. Basto
CCLP Safety Inspector



1/22/2019

Concurred by:
Gordon B. Salas
CCLP Supervisor



DCCA-CCLP/CCDF INSPECTION SUMMARY REPORT

Business Name: REQ DAY & NIGHT DAY CARE
(AFTER-SCHOOL)

Physical Address: NAVY HILL

Primary Contact Person: REX JOHN PENAROYO

Contact Number: 670-233-7846

2nd Contact Person: ROSEMARIE PENAROYO

Email Address: reqchildcare@yahoo.com

Date of Inspection: JAN 03, 2019

Inspector(s): EDWIN BASTO

Category(s): Licensed Provider

License-Exempt Provider

Type of Assessment: Preliminary Renewal Monitoring/Visit Extension New Site

Unannounced

Announced

Follow-up

Date of Previous Visit: _____

Capacity: Occupant Load _____

Actual Enrollment _____

Child Care Services:

Age-Group (youngest to the oldest)/# of Staff:

Infants Ages _____ Staff Toddlers Ages _____ Staff

K-3 Ages _____ Staff K-4 Ages _____ Staff

K-5 Ages _____ Staff Before/After-School Ages 5yrs-8yrs (4) Staff 1

* Teacher: MYLENE MACAPAGAL

Type of Child Care:

Infant/Toddler Before/After Sch. Pro. Day Care Center

Group C.C. Home Family C.C. Home

Pre-Service Training: # of Newly Approved Provider # of Provider Completed

C.C. License#: CCL-1091 Date of issued: 12/15/18 Expiration Date: 03/15/19

(Provisional License)

CCDF Certificate#: _____ Date of issued: _____ Expiration Date: _____

Grouping Clause Monitoring Inspection:

- | | | | | |
|----------------|---------------|--------------|---------------|-----------|
| (1) Electrical | (3) Emergency | (5) Outdoor | (7) Health | (9) Other |
| (2) Signage | (4) Sanitary | (6) Capacity | (8) Documents | |

HEALTH & SAFETY	YES	NO	COMMENT
(1) Electrical cords are securely installed, does not crossed pathways, and no tripping hazard.	✓		
(1-a) Fuse box is covered and out of children's reach.	✓		
(1-b) Indoor & outdoor outlets at a height of 7 ft. & below are covered or blocked off.		✓	ONE OUTLET WAS NOT COVERED WITH SAFETY PLUGS.
(2) All facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are posted in a conspicuous area.	✓		
(2-b) "No Smoking" and "Exit" signs are posted within view at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working land-line telephone.	✓		
(2-e) DPW approved floor plan are posted in each enclosed room, specifying that particular room.		✓	DOES NOT HAVE A FLOOR PLAN.
(2-f) Children's allergy information is posted in the appropriate area.	N/A		
(2-g) Daily Activities Schedule are posted at visitor's view, and if differ by Age-group must be posted in each room.	✓		
(2-h) Alternate staff schedule are posted at the designated room.	N/A		
(3) Provider's Emergency Preparedness and Response Plan (EPRP) is approved by Child Care Program.	✓		
(3-a) Provider submits revised EPRP within 5 calendar days after the changes and must follow-up for approval.	✓		
(3-a) All caregivers are knowledgeable of their EPRP and their responsibilities in an event of an emergency/disaster.		✓	
(3-b) Emergency drills are conducted and recorded monthly.		✓	LAST DRILL CONDUCTED ON OCTOBER FOR EMERGENCY DRILL.
(3-c) Disaster drills are performed and noted every six months.	✓		
(3-d) Recorded drills are accessible for visitors' review.	✓		
(3-e) First-Aid kit is available and accessible.	✓		
(3-f) Medical items in the kit are valid/updated.	✓		
(3-g) Facility is equipped with necessary # of fire extinguisher and are inspected as required.	✓		
(3-h) Extinguishers are securely place in a safe and convenient space.	✓		
(3-i) Smoke detectors are properly installed at each needed area.	✓		
(3-j) Facility is furnished with workable smoke alarms.	✓		


(3-k) Provider's alternative and designated evacuation sites are stated in their policy/handbook.	✓		
(3-l) Families are informed with the provider's EPRP procedures.	✓		
(3-m) Children's emergency contact information are updated and reviewed monthly.	✓		
HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	✓		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, all enclosed rooms has no bad smell/any scent, and are well maintained.	✓		
(4-a) All cleaning chemical are stored out of the children's reach.		✓	CLOROX WAS FOUND IN THE RESTROOM WITHIN REACH OF THE CHILDREN.
(4-b) Facility is furnished with age appropriate items that are in good and safe condition.	✓		
(4-c) Facility are equipped with sufficient number of comfort room (as to the occupant load).	✓		
(4-d) Toiletries (hand-soap, toothbrush, toothpaste, towel/paper towel, toilet tissue, etc.) are replenished, available and accessible.	✓		
(4-e) Children's toothbrush is covered individually and stored separately in standing position.	N/A		
(4-f) All children's items are disinfected daily or as necessary.	✓		
(5) Outdoor playground is well maintained, outdoor items are organized, yard is clean and odor free.	✓		
(5-a) Playground surfacing is free from tripping hazards, and equipment are free from sharp edges, and rust.	✓		
(5-b) Playground is far from the main road.	✓		
(5-c) Playground is shaded and enclosed.	✓		
(5-d) Outdoor items are age appropriate.	✓		
(5-e) Non-child-proved equipment is stored out of the children's reach.		✓	A LADDER WAS LEFT IN THE PLAY YARD.
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the enrolled number of children.	✓		
(6-a) Floater staff is available to cover assigned staff, in an event he/she has to leave the room.	N/A		
(7) Provider obtained enrolled children's health information. Child's immunization card or valid health certificate, and/or clearance of transferable disease from child's physician.	✓		DOCUMENTATION LOCATED IN THE MAIN OFFICE
(7-a) Enrolled children are developmentally screened using the ASQ screening tool (for ages: 0-5).	N/A		
(7-b) Developmentally delayed children are referred to the appropriate agencies.	N/A		


(7-c) Screening results is utilize to conduct activities that will enhance the particular child at risk the opportunities for improvement with their limitation.	N/A		
(7-d) Daily health check are conducted to all enrolled children.	✓		
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		TWO CLASS ROOM, ABLE TO UTILIZE ONE ROOM FOR ANY SICK CHILD.
(7-f) Children enrolled and authorized providers in the center are free from tuberculosis.	✓		
HEALTH & SAFETY	YES	NO	COMMENTS
(7-g) Provider has updated health or food handler certificate.	✓		
(7-h) Hand-washing is performed through-out the day (before entering the center, before/after meal, after using the toilet, and after each diaper changed).	✓		
(7-h) Provider is subject to the Open-door policy.	✓		
(8) Valid required documents and the preliminary or renewal application is complete and submitted to the program 60 calendar days prior to its initial opening or to the expiration date of C.C. License.	✓		
(8-a) Receipt of updated facilities required documents 30 calendar days prior to its expiration date.	✓		
(8-b) Providers' valid required documents are submitted to the program 30 calendar days prior to its expiration date.	✓		
(8-c) All new provider has completed the Pre-service Training requirements 6 months from CCLP approving date.	✓		
(8-d) New providers that are working on the Pre-service Training requirement is updating the program with completed topics.	✓		
(8-e) New provider(s) is not left alone with a group of children until he/she completed the pre-service requirement and get completion notice from the program.	✓		
(8-f) Center director informed all staffs about available scheduled training sessions, workshops, seminars, or courses.	✓		
(8-g) Provider(s) has met the required annual training hours.	✓		
(8-f) Daily health-check recorded and is accessible for review by Child Care staffs/parents.	✓		
(8-g) Enrolled children's documents (registration, health information, screening results, etc.) are filed individually (by each child).	✓		
(8-h) Documents and information on all enrolled children are updated.	✓		

Additional Notes:

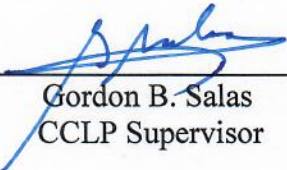
Acknowledgement:

I, MYUENE M. MACAPAO hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date:  1/3/2019

Inspected & Reported By: 
Edwin L. Basto
Print & Sign

01/02/18
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor

1/18/2019
Date



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



COPY

Provider's Name: REQ DAY & NIGHT DAY CARE **Physical Address:** NAVY HILL
(AFTER-SCHOOL)
Contact Person: REX JOHN PENAROYO **Contact Number:** 670-233-7846
*** Teacher:** MYLENE MACAPAGAL

Category(s): Center **Group Home:**

Date of Assessment: JANUARY 03, 2019 **Assessed By:** EDWIN L. BASTO
Print Name

Type of Assessment:
Preliminary **Renewal** **Announced** **Unannounced:** **Monitoring:**

CCLP#: 1091 **Date of issued:** 12-15-18 **Expiration Date:** 03-15-19 **Capacity:** _____

Staff Child Ratio - No concern on child ratio. No discrepancy noted.

(1) Electrical

- Exposed wire attached to an outlet bracket was hanging above the window area. A portion of the brass wire was exposed and was not taped up properly. One of the outlets beneath the table was not properly covered with safety plugs.

Recommendation: Remove exposed wire or have wire mounted to the walls properly. Also, make sure all outlets are covered with safety plugs.

(2) Signage:

- No DPW approved floor plan posted.

Recommendation: Get a copy of a floor plan and post on the wall.

(3) Emergency

- I've tested their smoke detector, it works properly. No discrepancy noted.

(4) Sanitary - No discrepancy noted.

(5) Outdoor

- A ladder was inside the playground area within the children's reach. I advised Mr. Rex (Director) to please remove the ladder away from the playground area. Rex address my concern on the spot. Overall, the yard was well maintained.

(6) Capacity

- Unable to verify the capacity for each room as the floor plan was not posted.

(7) Health

- A child who is sick is separated from the other children. This class has two separates rooms. One can be utilized once a child is sick. Parents are called to pick their child.

[Signature]

1/28/19

(8) Documents

- All required documents are posted and visible to parents and visitors. No discrepancy noted.

Other

- A cement on the ceiling is coming out. Overtime, it may just break off and fall on top of the children or staff. The center has been notified to take proper measures to avoid injuries.

NOTE: Provider Assessment Monitoring checklist is available upon request.



Prepared By:
Edwin L. Basto
CCLP Safety Inspector

 11/22/2019

Concurred by:
Gordon B. Salas
CCLP Supervisor



DCCA-CCLP/CCDF INSPECTION SUMMARY REPORT

Business Name: REQ DAY & NIGHT DAY CARE
(PRE-SCHOOL)

Physical Address: NAVY HILL

Primary Contact Person: REX JOHN PENAROYO

Contact Number: 670-233-7846

2nd Contact Person: ROSEMARIE PENAROYO

Email Address: reqchildcare@yahoo.com

Date of Inspection: JANUARY 03, 2019

Inspector(s): EDWIN BASTO

Category(s): Licensed Provider

License-Exempt Provider

Type of Assessment: Preliminary **Renewal** Monitoring/Visit Extension New Site
Unannounced Announced

Capacity: Follow-up
Occupant Load

Date of Previous Visit:
Actual Enrollment

Child Care Services:

Age-Group (youngest to the oldest)/# of Staff:

Infants Ages Staff Toddlers Ages Staff

K-3 Ages 3yrs (5) Staff 1 K-4 Ages Staff

K-5 Ages Staff **Before/After-School** Ages Staff

* Teacher: AMALEENE RAMOS

Type of Child Care:

Infant/Toddler Before/After Sch. Pro. Day Care Center

Group C.C. Home Family C.C. Home

Pre-Service Training: # of Newly Approved Provider # of Provider Completed

C.C. License#: 1091 Date of issued: Dec 15, 2018

Expiration Date: Mar 15, 2019

(Provisional License)

CCDF Certificate#: Date of issued:

Expiration Date:

Grouping Clause Monitoring Inspection:

- (1) Electrical
- (2) Signage
- (3) Emergency
- (4) Sanitary
- (5) Outdoor
- (6) Capacity
- (7) Health
- (8) Documents
- (9) Other

HEALTH & SAFETY	YES	NO	COMMENT
(1) Electrical cords are securely installed, does not crossed pathways, and no tripping hazard.	✓		
(1-a) Fuse box is covered and out of children's reach.	✓		
(1-b) Indoor & outdoor outlets at a height of 7 ft. & below are covered or blocked off.		✓	ONE OUTLET DOES NOT HAVE SAFETY PLUGS.
(2) All facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are posted in a conspicuous area.	✓		
(2-b) "No Smoking" and "Exit" signs are posted within view at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and at child's eye level.		✓	ONE OF THE DOORS DOES NOT HAVE ANY EXIT SIGN OR EMERGENCY EVACUATION PLAN.
(2-d) Emergency contact numbers are posted near the working land-line telephone.	✓		
(2-e) DPW approved floor plan are posted in each enclosed room, specifying that particular room.		✓	DOES NOT HAVE A DPW FLOOR PLAN
(2-f) Children's allergy information is posted in the appropriate area.	N/A		
(2-g) Daily Activities Schedule are posted at visitor's view, and if differ by Age-group must be posted in each room.	✓		
(2-h) Alternate staff schedule are posted at the designated room.	N/A		
(3) Provider's Emergency Preparedness and Response Plan (EPRP) is approved by Child Care Program.	✓		
(3-a) Provider submits revised EPRP within 5 calendar days after the changes and must follow-up for approval.	✓		
(3-a) All caregivers are knowledgeable of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.		✓	LAST DRILL CONDUCTED ON OCTOBER FOR EMERGENCY DRILL.
(3-c) Disaster drills are performed and noted every six months.	✓		
(3-d) Recorded drills are accessible for visitors' review.	✓		
(3-e) First-Aid kit is available and accessible.	✓		
(3-f) Medical items in the kit are valid/updated.	✓		
(3-g) Facility is equipped with necessary # of fire extinguisher and are inspected as required.	✓		
(3-h) Extinguishers are securely place in a safe and convenient space.	✓		
(3-i) Smoke detectors are properly installed at each needed area.	✓		
(3-j) Facility is furnished with workable smoke alarms.	✓		A CHILD WAS SLEEPING. UNABLE TO TEST.
(3-k) Provider's alternative and designated evacuation sites are stated in their policy/handbook.	✓		

(3-l) Families are informed with the provider's EPRP procedures.	✓		
(3-m) Children's emergency contact information are updated and reviewed monthly.	✓		
HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	✓		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, all enclosed rooms has no bad smell/any scent, and are well maintained.	✓		
(4-a) All cleaning chemical are stored out of the children's reach.	✓		
(4-b) Facility is furnished with age appropriate items that are in good and safe condition.	✓		
(4-c) Facility are equipped with sufficient number of comfort room (as to the occupant load).	✓		
(4-d) Toiletries (hand-soap, toothbrush, toothpaste, towel/paper towel, toilet tissue, etc.) are replenished, available and accessible.	✓		
(4-e) Children's toothbrush is covered individually and stored separately in standing position.	✓		
(4-f) All children's items are disinfected daily or as necessary.	✓		
(5) Outdoor playground is well maintained, outdoor items are organized, yard is clean and odor free.	✓		
(5-a) Playground surfacing is free from tripping hazards, and equipment are free from sharp edges, and rust.	✓		
(5-b) Playground is far from the main road.	✓		
(5-c) Playground is shaded and enclosed.	✓		
(5-d) Outdoor items are age appropriate.	✓		
(5-e) Non-child-proved equipment is stored out of the children's reach.		✓	A LADDER WAS LEFT IN THE PLAYGROUND.
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the enrolled number of children.	✓		
(6-a) Floater staff is available to cover assigned staff, in an event he/she has to leave the room.	N/A		
(7) Provider obtained enrolled children's health information. Child's immunization card or valid health certificate, and/or clearance of transferable disease from child's physician.	✓		DOCUMENTATION LOCATED IN THE MAIN OFFICE.
(7-a) Enrolled children are developmentally screened using the ASQ screening tool (for ages: 0-5).	N/A		
(7-b) Developmentally delayed children are referred to the appropriate agencies.	N/A		
(7-c) Screening results is utilize to conduct activities that will enhance the particular child at risk the opportunities for improvement with their limitation.	N/A		
(7-d) Daily health check are conducted to all enrolled children.	✓		

(7-e) Comfortable room is provided for enrolled children that are sick.		✓	PARENTS ARE CALL TO PICKUP THEIR CHILD WHEN THEY ARE SICK
(7-f) Children enrolled and authorized providers in the center are free from tuberculosis.	✓		
HEALTH & SAFETY	YES	NO	COMMENTS
(7-g) Provider has updated health or food handler certificate.	✓		
(7-h) Hand-washing is performed through-out the day (before entering the center, before/after meal, after using the toilet, and after each diaper changed).	✓		
(7-h) Provider is subject to the Open-door policy.	✓		
(8) Valid required documents and the preliminary or renewal application is complete and submitted to the program 60 calendar days prior to its initial opening or to the expiration date of C.C. License.	✓		
(8-a) Receipt of updated facilities required documents 30 calendar days prior to its expiration date.	✓		
(8-b) Providers' valid required documents are submitted to the program 30 calendar days prior to its expiration date.	✓		
(8-c) All new provider has completed the Pre-service Training requirements 6 months from CCLP approving date.	✓		
(8-d) New providers that are working on the Pre-service Training requirement is updating the program with completed topics.	✓		
(8-e) New provider(s) is not left alone with a group of children until he/she completed the pre-service requirement and get completion notice from the program.	✓		
(8-f) Center director informed all staffs about available scheduled training sessions, workshops, seminars, or courses.	✓		
(8-g) Provider(s) has met the required annual training hours.	✓		
(8-f) Daily health-check recorded and is accessible for review by Child Care staffs/parents.	✓		
(8-g) Enrolled children's documents (registration, health information, screening results, etc.) are filed individually (by each child).	✓		
(8-h) Documents and information on all enrolled children are updated.	✓		

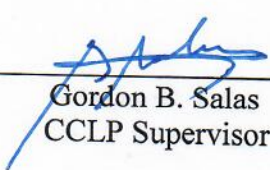
Additional Notes:

Acknowledgement:

I, Amaleen Ramo, hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date:  1/3/19

Inspected & Reported By:  Edwin L. Basto
Print & Sign 01/03/19
Date

Reviewed & Concurred By:  Gordon B. Salas
CCLP Supervisor 1/18/2019
Date



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



COPY

[Signature]
1/22/19

Provider's Name: REQ DAY & NIGHT DAY CARE Physical Address: NAVY HILL

Contact Person: REX JOHN PENAROYO Contact Number: 670-233-7846

* Teacher: AMALEENE RAMOS

Category(s): Center Group Home:

Date of Assessment: JANUARY 03, 2019 Assessed By: EDWIN BASTO
Print Name

Type of Assessment:

Preliminary Renewal Announced Unannounced: Monitoring:

CCLP#: 1091 Date of issued: 12-15-18 Expiration Date: 03-15-19 Capacity:

Staff Child Ratio- No concern on child ratio. No discrepancy noted.

(1) Electrical

- One outlet beneath the table which is used for their meal and class activities was not properly covered with safety plugs. Ms. Ramos was advised about the discrepancy and right away she corrected the discrepancy on the spot.

(2) Signage

- An exit door does not have an exit sign and a DPW approved floor plan.
- Recommendation: To place an "Exit" sign on top of the door and place a DPW approved floor plan.

(3) Emergency

- I've tested their smoke detector, it works properly. No discrepancy noted.

(4) Sanitary - No discrepancy noted.

(5) Outdoor

- A ladder was inside the playground area within the children's reach. I advised Mr. Rex (Director) to please remove the ladder away from the playground area. Rex addressed my concern on the spot. Overall, the yard was well maintained.

(6) Capacity

- Unable to verify the capacity for each room as the floor plan was not posted.

Health

- No extra room for children who are sick. Ms. Ramos stated, they call parents up when a child is sick to be picked up.

(7) Documents

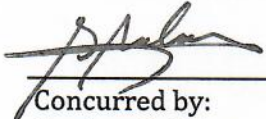
- Daily activity schedule was not posted on the wall. Instead it was placed at the kitchen area where it was not visible to parents and visitors.
- **Recommendation:** Daily activity schedule should be placed on a conspicuous area where it is easily view by visitors and parents.

(8) Other

NOTE: Provider Assessment Monitoring checklist is available upon request.



Prepared By:
Edwin L. Basto
CCLP Safety Inspector

 1/22/2019

Concurred by:
Gordon B. Salas
CCLP Supervisor