



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



Business Name: REQ Day & Night Care

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒ Certified ☐ License-Exempt Provider ☐

Type of Child Care Services (applies to licensed providers):

☒ Part 200 (Day Care Center, Group C.C. Home, and Before/After-Sch.)

☒ Part 300 (Family Child Care Home)

☐ Part 400 (Infant and Toddler)

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

Announced ☒

Unannounced ☐

Follow-up ☐

Date of Previous Visit: _____

Capacity: Occupant Load 13

Actual Enrollment 6 as of 12/16/19

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants 13/6/5 Ages 6wks-12months Staff 2 Toddlers _/_/ Ages Staff

K-3 _/_/ Ages Staff K-4 _/_/ Ages Staff

K-5 _/_/ Ages Staff Before/After-Sch. _/_/ Ages Staff

* Teachers (Name of assigned staff per Age-Group): **Infants** – 1. Yrine C. Angeles and 2. Gaudencia L. Corilla.

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

C.C. License#: 1067 Date of issued: 12/15/2019

Expiration Date: 12/15/2020

CCDF Certificate#: 1067/C014 Date of issued: 12/31/2019

Expiration Date: 12/31/2020

Staff Child Ratio (No. of children/No. of staffs with the list of teachers assigned & DPW approved occupant load in each room): The Provider met the staff-child ratio for their Infants program in compliance with NMIAC §55-40.1-228. Therefore, there are no code violations noted.

- (1) **Electrical:** The facility complies with all the electrical safety aspects. Therefore, there are no code violations noted.
- (2) **Signage:** Signs are visible and are posted in conspicuous areas of the center. Therefore, there are no code violations noted.
- (3) **Emergency:** Emergency equipment's are readily available at the center such as working telephone lines, smoke detectors, fire extinguishers, first aide kits, etc. Furthermore, emergency or drills are logged and conducted on a monthly basis. The last drill (fire) was conducted on December 10, 2019. Therefore, there are no code violations noted.
- (4) **Sanitary:** The infant's room was free from foul orders. Refillable soap dispensers are readily available for staff use.
- (5) **Outdoor:** The center's outdoor playground is safe for the children enrolled. The playground is fenced for safety purposes. However, this particular age group does not utilize the playground. There are no code violations noted.

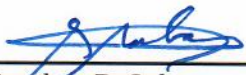
Note: Pursuant to CCLP's Administrative Code, your outdoor play area shall be equal to 33% of your facility's maximum child capacity (You find this on your Certificate of Occupancy which is 67) multiplied by 75 square feet per child. See the following calculation:

For example, your facility's maximum capacity (This is indicated on your Occupancy Permit) is 67, therefore the outdoor play area requirement would be based on 22 children (33% of 67). Each of the 22 children must have 75 square feet. Thus, the facility's total outdoor area requirement would be calculated as 22 (children) x 75 (sq. ft./child) = **1,650 square feet would be needed to accommodate the 22 children.**


However, CCLP performed the measurement and calculation of your outdoor playground and found that your total outdoor play area is **2,506.25 ft²** based on the playground's length of 62'-5" and width of 40'-10". Based on this calculation, your outdoor play area can accommodate up to **33 children** at any given time. However, I recommend that you have DPW perform the calculations for official purposes. Please be mindful not to overcrowd the children during any outdoor play activities.

- (6) **Capacity:** The indoor and outdoor space for the center complies with the requirements of NMIAC §55-40.1-272(d)(1)(i) and (2)(i). Therefore, there are no code violations noted.
- (7) **Health:** The children's health information and emergency contacts are available at the center. Therefore, there are no code violations noted.
- (8) **Documents:** The Provider's Child Care License expires on December 15, 2020. Therefore, there are no code violations noted.
- (9) **Other:** None

NOTE: Provider Assessment Monitoring checklist is available upon request.

Prepared By: 
Gordon B. Salas
DCCA/CCLP Supervisor

Date: 12/30/2019

Concurred By: 
Robert H. Hunter
DCCA Secretary

Date: 12/30/19

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DCCA-CCLP/CCDF INSPECTION CHECKLIST

Business Name: REQ Day & Night Care Center

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒

License-Exempt Provider ☐

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

Follow-up ☐

Date of Previous Visit: _____

Capacity: Occupant Load 13

Actual Enrollment 6

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants 13/6/5 Ages 6wks-12 months Staff 2 Toddlers / / Ages Staff

K-3 / / Ages Staff K-4 / / Ages Staff

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

* Teachers (Name of assigned staff per Age-Group):

*Infants: D Ysine C. Angeles
2 Sandencia L. Corilla*

Type of Child Care:

Day Care Center ☒

Group C.C. Home ☐

License-Exempt ☐

Family C.C. Home ☐

Infant/Toddler ☒

Pre-Service Training: # of Newly Approved Provider:

of Provider Completed:

C.C. License#: 1067 Date of issued: 12/15/2019

Expiration Date: 12/16/2020

CCDF Certificate#: 1067/C014 Date of issued: 12/31/2019

Expiration Date: 12/31/2020

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 there is 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 updated facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are valid and posted in a conspicuous area.	✓		
(2-b) Posted "No Smoking" and "Exit" signs are within view and at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and if relevant, at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working telephone (land-line).	✓		
(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.	✓		
(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.	—		
(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 well-informed of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.	✓		12/10/19
(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.	✓		1/2020 last pressure tested
(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.	✓		To verify the feeding room
(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 is 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, has no bad smell or any kind of 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).	✓		However, Infants are being diapered.
(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.	✓		
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the group of children.	✓		
(6-a) In an event assigned staff had to leave her group of children, a floater staff is available to alternate during his/her absent.	✓		
(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).	✓		
(7-b) Developmentally delayed children (that scored in the dark area) are referred to the appropriate agencies.	✓		
(7-c) Children that scored in the gray area or at risk of developmentally delay are given the opportunities for improvement with their limitation.	✓		
(7-d) Daily health check to all enrolled children are performed, recorded and accessible.	✓		


HEALTH & SAFETY	YES	NO	COMMENTS
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		
(7-f) In the facility, children enrolled and staffs are free from tuberculosis.	✓		
(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.	—		C.C. & expires 12/15/2020
(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.	—		Subject to review
(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.	✓		
(8-i) Daily , the DCCA/CCDF children enrolled have timed-in and out on their CCDF attendance sheet when being dropped and picked up.	✓		

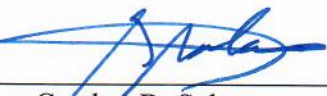
Additional Notes:

Acknowledgement:

I, YHNE ANGELUS, 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:  12/16/19

Inspected & Reported By:  B. Salas 12/16/2019
Print & Sign Date

Reviewed & Concurred By:  12/16/2019
Gordon B. Salas Date
CCLP Supervisor



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



Business Name: REQ Day & Night Care

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒ Certified ☐ License-Exempt Provider ☐

Type of Child Care Services (applies to licensed providers):

☒ Part 200 (Day Care Center, Group C.C. Home, and Before/After-Sch.)

☒ Part 300 (Family Child Care Home)

☐ Part 400 (Infant and Toddler)

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

Announced ☒

Unannounced ☐

Follow-up ☐

Date of Previous Visit: _____

Capacity: Occupant Load 15

Actual Enrollment 11 as of 12/16/19

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants / / Ages Staff

Toddlers 15/11/11 Ages 21-38 months Staff 2

K-3 / / Ages Staff

K-4 / / Ages Staff

K-5 / / Ages Staff

Before/After-Sch. / / Ages Staff

* Teachers (Name of assigned staff per Age-Group): **Toddlers** – 1. Mary Grace Billedo and 2. Eva B. Flores.

Pre-Service Training: # of Newly Approved Provider:

of Provider Completed:

C.C. License#: 1067

Date of issued: 12/15/2019

Expiration Date: 12/15/2020

CCDF Certificate#: 1067/C014

Date of issued: 12/31/2019

Expiration Date: 12/31/2020

Staff Child Ratio (No. of children/No. of staffs with the list of teachers assigned & DPW approved occupant load in each room): The Provider met the staff-child ratio for their Toddlers program in compliance with NMIAC §55-40.1-228. Therefore, there are no code violations noted.

- (1) **Electrical:** The facility complies with all the electrical safety aspects. Therefore, there are no code violations noted.
- (2) **Signage:** Signs are visible and are posted in conspicuous areas of the center. Therefore, there are no code violations noted.
- (3) **Emergency:** Emergency equipment's are readily available at the center such as working telephone lines, smoke detectors, fire extinguishers, first aide kits, etc. Furthermore, emergency or drills are logged and conducted on a monthly basis. The last drill (fire) was conducted on December 10, 2019. Therefore, there are no code violations noted.
- (4) **Sanitary:** The toddler's room was free from foul orders. Refillable soap dispensers are readily available for the children and staff use.
- (5) **Outdoor:** The center's outdoor playground is safe for the children enrolled. The playground is fenced for safety purposes. There are no code violations noted.

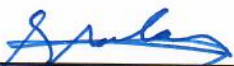
Note: Pursuant to CCLP's Administrative Code, your outdoor play area shall be equal to 33% of your facility's maximum child capacity (You find this on your Certificate of Occupancy which is 67) multiplied by 75 square feet per child. See the following calculation:

For example, your facility's maximum capacity (This is indicated on your Occupancy Permit) is 67, therefore the outdoor play area requirement would be based on 22 children (33% of 67). Each of the 22 children must have 75 square feet. Thus, the facility's total outdoor area requirement would be calculated as 22 (children) x 75 (sq. ft./child) = **1,650 square feet** would be needed to accommodate the 22 children.


However, CCLP performed the measurement and calculation of your outdoor playground and found that your total outdoor play area is **2,506.25 ft²** based on the playground's length of 62'-5" and width of 40'-10". Based on this calculation, your outdoor play area can accommodate up to **33 children** at any given time. However, I recommend that you have DPW perform the calculations for official purposes. Please be mindful not to overcrowd the children during any outdoor play activities.

- (6) **Capacity:** The indoor and outdoor space for the center complies with the requirements of NMIAC §55-40.1-272(d)(1)(i) and (2)(i). Therefore, there are no code violations noted.
- (7) **Health:** The children's health information and emergency contacts are available at the center. Therefore, there are no code violations noted.
- (8) **Documents:** The Provider's Child Care License expires on December 15, 2020. Therefore, there are no code violations noted.
- (9) **Other:** None

NOTE: Provider Assessment Monitoring checklist is available upon request.

Prepared By: 
Gordon B. Salas
DCCA/CCLP Supervisor

Date: 12/30/2019

Concurred By: 
Robert H. Hunter
DCCA Secretary

Date: 12/30/19

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DCCA-CCLP/CCDF INSPECTION CHECKLIST

Business Name: REQ Day & Night Care Center

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒

License-Exempt Provider ☐

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

Announced ☒

Unannounced ☐

Follow-up ☐

Date of Previous Visit: _____

Capacity: Occupant Load 15

Actual Enrollment 11

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants / / Ages Staff Toddlers 15/11/11 Ages 21-38 months Staff 2

K-3 / / Ages Staff K-4 / / Ages Staff

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

* Teachers (Name of assigned staff per Age-Group):

Junior Toddler :
① Mary Grace Billedo
② Eva B. Jhoner

Type of Child Care:

Day Care Center ☒

Group C.C. Home ☐

License-Exempt ☐

Family C.C. Home ☐

Infant/Toddler ☒

Pre-Service Training: # of Newly Approved Provider:

of Provider Completed:

C.C. License#: 1067 Date of issued: 12/15/2019

Expiration Date: 12/16/2020

CCDF Certificate#: 1067/C014 Date of issued: 12/31/2019

Expiration Date: 12/31/2020

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 there is 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 updated facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are valid and posted in a conspicuous area.	✓		
(2-b) Posted "No Smoking" and "Exit" signs are within view and at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and if relevant, at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working telephone (land-line).	✓		
(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.	✓		
(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.	—		
(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 well-informed of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.	✓		12/10/19
(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.	✓		1/2019 last pressure tested
(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 is 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, has no bad smell or any kind of 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.	✓		
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the group of children.	✓		
(6-a) In an event assigned staff had to leave her group of children, a floater staff is available to alternate during his/her absent.	✓		
(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).	✓		
(7-b) Developmentally delayed children (that scored in the dark area) are referred to the appropriate agencies.	✓		
(7-c) Children that scored in the gray area or at risk of developmentally delay are given the opportunities for improvement with their limitation.	✓		
(7-d) Daily health check to all enrolled children are performed, recorded and accessible.	✓		

HEALTH & SAFETY	YES	NO	COMMENTS
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		
(7-f) In the facility, children enrolled and staffs are free from tuberculosis.	✓		
(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.	_____		CCL expires 12/15/2020
(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.	_____		Subject to review
(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.	✓		
(8-i) Daily, the DCCA/CCDF children enrolled have <u>timed-in</u> and <u>out</u> on their CCDF attendance sheet when being dropped and picked up.	✓		

Additional Notes:

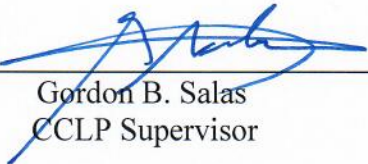
Acknowledgement:

I, Mary Grace Billedo, 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:  12/16/19

Inspected & Reported By: 
Print & Sign

12/16/2019
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor

12/16/2019
Date

Staff Child Ratio (No. of children/No. of staffs with the list of teachers assigned & DPW approved occupant load in each room): The Provider met the staff-child ratio for their Preschool 1 program in compliance with NMIAC §55-40.1-228. Therefore, there are no code violations noted.

- (1) **Electrical:** The facility complies with all the electrical safety aspects. Therefore, there are no code violations noted.
- (2) **Signage:** Signs are visible and are posted in conspicuous areas of the center. Therefore, there are no code violations noted.
- (3) **Emergency:** Emergency equipment's are readily available at the center such as working telephone lines, smoke detectors, fire extinguishers, first aide kits, etc. Furthermore, emergency or drills are logged and conducted on a monthly basis. The last drill (fire) was conducted on December 10, 2019. Therefore, there are no code violations noted.
- (4) **Sanitary:** The Preschool 1 room was free from foul orders. Refillable soap dispensers are readily available for the children and staff use.
- (5) **Outdoor:** The center's outdoor playground is safe for the children enrolled. The playground is fenced for safety purposes. There are no code violations noted.

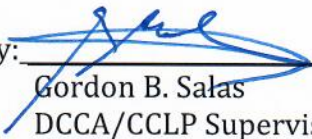
Note: Pursuant to CCLP's Administrative Code, your outdoor play area shall be equal to 33% of your facility's maximum child capacity (You find this on your Certificate of Occupancy which is 67) multiplied by 75 square feet per child. See the following calculation:

For example, your facility's maximum capacity (This is indicated on your Occupancy Permit) is 67, therefore the outdoor play area requirement would be based on 22 children (33% of 67). Each of the 22 children must have 75 square feet. Thus, the facility's total outdoor area requirement would be calculated as 22 (children) x 75 (sq. ft./child) = **1,650 square feet would be needed to accommodate the 22 children.**


However, CCLP performed the measurement and calculation of your outdoor playground and found that your total outdoor play area is **2,506.25 ft² based on the playground's length of 62'-5" and width of 40'-10"**. Based on this calculation, your outdoor play area can accommodate up to **33 children** at any given time. However, I recommend that you have DPW perform the calculations for official purposes. Please be mindful not to overcrowd the children during any outdoor play activities.

- (6) **Capacity:** The indoor and outdoor space for the center complies with the requirements of NMIAC §55-40.1-272(d)(1)(i) and (2)(i). Therefore, there are no code violations noted.
- (7) **Health:** The children's health information and emergency contacts are available at the center. Therefore, there are no code violations noted.
- (8) **Documents:** The Provider's Child Care License expires on December 15, 2020. Therefore, there are no code violations noted.
- (9) **Other:** None

NOTE: Provider Assessment Monitoring checklist is available upon request.

Prepared By: 
Gordon B. Salas
DCCA/CCLP Supervisor

Date: 12/30/2019

Concurred By: 
Robert H. Hunter
DCCA Secretary

Date: 12/30/19

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DCCA-CCLP/CCDF INSPECTION CHECKLIST

Business Name: REQ Day & Night Care Center

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒

License-Exempt Provider ☐

Type of Assessment: Preliminary ☐ Renewal ☐ Monitoring/Visit ☐ Extension ☐ New Site ☐
 Announced ☒ Unannounced ☐
 Follow-up ☐ Date of Previous Visit: _____

Capacity: Occupant Load 13

Actual Enrollment 7

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants / / Ages Staff Toddlers / / Ages Staff

K-3 13/7/6 Ages 3-4 yrs. old Staff 2 K-4 / / Ages Staff

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

* Teachers (Name of assigned staff per Age-Group): Pre-school 1: Amaleene R. Panoz
@ Mylene M. Macapagal
(9:00am - 12:00pm)

Type of Child Care:

Day Care Center ☒

Group C.C. Home ☐

License-Exempt ☐

Family C.C. Home ☐

Infant/Toddler ☒

Pre-Service Training: # of Newly Approved Provider:

of Provider Completed:

C.C. License#: 1067 Date of issued: 12/15/2019

Expiration Date: 12/16/2020

CCDF Certificate#: 1067/C014 Date of issued: 12/31/2019

Expiration Date: 12/31/2020

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 there is 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 updated facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are valid and posted in a conspicuous area.	✓		
(2-b) Posted "No Smoking" and "Exit" signs are within view and at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and if relevant, at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working telephone (land-line).	✓		
(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.	✓		No children w/ allergies
(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.	—		
(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 well-informed of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.	✓		11/26/19 - handover / 12/10/19 - Fire
(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.	✓		2/2019 last pressure tested
(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 is 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, has no bad smell or any kind of 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.	✓		<i>Some of the brushes are stored in the children's bag</i>
(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.	✓		
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the group of children.	✓		
(6-a) In an event assigned staff had to leave her group of children, a floater staff is available to alternate during his/her absent.	✓		
(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).	✓		
(7-b) Developmentally delayed children (that scored in the dark area) are referred to the appropriate agencies.	✓		
(7-c) Children that scored in the gray area or at risk of developmentally delay are given the opportunities for improvement with their limitation.	✓		
(7-d) Daily health check to all enrolled children are performed, recorded and accessible.	✓		

HEALTH & SAFETY	YES	NO	COMMENTS
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		
(7-f) In the facility, children enrolled and staffs are free from tuberculosis.	✓		
(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.	—		CCL expire on 12/15/2020
(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.	—		Subject to review
(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.	✓		
(8-i) Daily, the DCCA/CCDF children enrolled have timed-in and out on their CCDF attendance sheet when being dropped and picked up.	✓		

Additional Notes:

Acknowledgement:

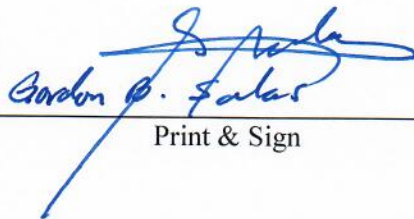
I, Amaleene Ramus, hereby acknowledged the Child Care staff(s) visit, information on the discrepancies found are explained, and I will address the deficiencies within the crucial time given by the Child Care staff(s).

Provider's Signature/Date: _____



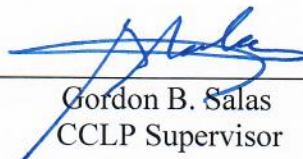
12/16/19

Inspected & Reported By: _____


Print & Sign

12/16/2019
Date

Reviewed & Concurred By: _____


Gordon B. Salas
CCLP Supervisor

12/16/2019
Date



CCLP/CCDF PROVIDER INSPECTIONS SUMMARY REPORT



Business Name: REQ Day & Night Care

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒ Certified ☐ License-Exempt Provider ☐

Type of Child Care Services (applies to licensed providers):

- ☒ Part 200 (Day Care Center, Group C.C. Home, and Before/After-Sch.)
- ☒ Part 300 (Family Child Care Home)
- ☐ Part 400 (Infant and Toddler)

Type of Assessment: Preliminary ☐ Renewal ☐ Monitoring/Visit ☐ Extension ☐ New Site ☐
Announced ☒ Unannounced ☐
Follow-up ☐ Date of Previous Visit: _____

Capacity: Occupant Load 10 Actual Enrollment 10 as of 12/16/19

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants / / Ages Staff Toddlers / / Ages Staff
K-3 10/10/9 Ages 3-5 yrs. old Staff 2 K-4 / / Ages Staff
K-5 / / Ages Staff Before/After-Sch. / / Ages Staff

* Teachers (Name of assigned staff per Age-Group): **Preschool 2** – 1. Rowena V. Cervantes and 2. Annie P. Arriola.

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

C.C. License#: 1067 Date of issued: 12/15/2019

Expiration Date: 12/15/2020

CCDF Certificate#: 1067/C014 Date of issued: 12/31/2019

Expiration Date: 12/31/2020

Staff Child Ratio (No. of children/No. of staffs with the list of teachers assigned & DPW approved occupant load in each room): The Provider met the staff-child ratio for their Preschool 2 program in compliance with NMIAC §55-40.1-228. Therefore, there are no code violations noted.

- (1) **Electrical:** The facility complies with all the electrical safety aspects. Therefore, there are no code violations noted.
- (2) **Signage:** Signs are visible and are posted in conspicuous areas of the center. Therefore, there are no code violations noted.
- (3) **Emergency:** Emergency equipment's are readily available at the center such as working telephone lines, smoke detectors, fire extinguishers, first aid kits, etc. Furthermore, emergency or drills are logged and conducted on a monthly basis. The last drill (fire) was conducted on December 10, 2019.
Recommendation: *The smoke alarm in the Preschool 2 room needs its batteries to be replaced with new sets.* Other than the recommendation, there are no code violations noted.
- (4) **Sanitary:** The Preschool 2 room was free from foul odors. Refillable soap dispensers are readily available for the children and staff use.
- (5) **Outdoor:** The center's outdoor playground is safe for the children enrolled. The playground is fenced for safety purposes. There are no code violations noted.

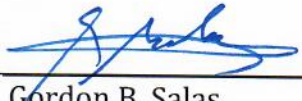
Note: Pursuant to CCLP's Administrative Code, your outdoor play area shall be equal to 33% of your facility's maximum child capacity (You find this on your Certificate of Occupancy which is 67) multiplied by 75 square feet per child. See the following calculation:

For example, your facility's maximum capacity (This is indicated on your Occupancy Permit) is 67, therefore the outdoor play area requirement would be based on 22 children (33% of 67). Each of the 22 children must have 75 square feet. Thus, the facility's total outdoor area requirement would be calculated as 22 (children) x 75 (sq. ft./child) = **1,650 square feet would be needed to accommodate the 22 children.**


However, CCLP performed the measurement and calculation of your outdoor playground and found that your total outdoor play area is **2,506.25 ft²** based on the playground's length of 62'-5" and width of 40'-10". Based on this calculation, your outdoor play area can accommodate up to **33 children** at any given time. However, I recommend that you have DPW perform the calculations for official purposes. Please be mindful not to overcrowd the children during any outdoor play activities.

- (6) **Capacity:** The indoor and outdoor space for the center complies with the requirements of NMIAC §55-40.1-272(d)(1)(i) and (2)(i). Therefore, there are no code violations noted.
- (7) **Health:** The children's health information and emergency contacts are available at the center. Therefore, there are no code violations noted.
- (8) **Documents:** The Provider's Child Care License expires on December 15, 2020. Therefore, there are no code violations noted.
- (9) **Other:** None

NOTE: Provider Assessment Monitoring checklist is available upon request.

Prepared By: 
Gordon B. Salas
DCCA/CCLP Supervisor

Date: 12/30/2017

Concurred By: 
Robert H. Hunter
DCCA Secretary

Date: 12/30/19

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DCCA-CCLP/CCDF INSPECTION CHECKLIST

Business Name: REQ Day & Night Care Center

Physical Address: Lower Navy Hill

Primary Contact Person: Rosemarie S. Penaroyo

Contact Number: 989-6898

2nd Contact Person: Rex S. Penaroyo

Email Address: reqchildcare@yahoo.com

Date of Inspection: December 16, 2019

Inspector(s): Gordon B. Salas

Category(s): Licensed Provider ☒

License-Exempt Provider ☐

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

Follow-up ☐

Date of Previous Visit: _____

Capacity: Occupant Load 10

Actual Enrollment 10

Age-Group (Occupant Load/Total Enrollment/# Present/Ages served youngest to oldest/ # of Staffs per group):

Infants / / Ages Staff Toddlers / / Ages Staff

K-3 10/10/9 Ages 3-5 yrs. Staff 2 K-4 / / Ages Staff

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

* Teachers (Name of assigned staff per Age-Group):

*Pre-School 2: ① Rowena V. Lervantes
② Annie P. Arriola*

Type of Child Care:

Day Care Center ☒

Group C.C. Home ☐

License-Exempt ☐

Family C.C. Home ☐

Infant/Toddler ☒

Pre-Service Training: # of Newly Approved Provider:

of Provider Completed:

C.C. License#: 1067 Date of issued: 12/15/2019

Expiration Date: 12/15/2020

CCDF Certificate#: 1067/C014 Date of issued: 12/31/2019

Expiration Date: 12/31/2020

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 there is 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 updated facility's required documents are posted at visitor's view.	✓		
(2-a) Provider's required documents are valid and posted in a conspicuous area.	✓		
(2-b) Posted "No Smoking" and "Exit" signs are within view and at an appropriate area.	✓		
(2-c) Emergency Evacuation Exit Plan is posted at every exit door and if relevant, at child's eye level.	✓		
(2-d) Emergency contact numbers are posted near the working telephone (land-line).	✓		
(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.	✓		No children with allergies
(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.	—		
(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 well-informed of their EPRP and their responsibilities in an event of an emergency/disaster.	✓		
(3-b) Emergency drills are conducted and recorded monthly.	✓		12/10/19 - Fire
(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.	✓		3/2019 last pressure tested
(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.		✓	Smoke alarm needs battery change
(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 is updated and reviewed monthly.	✓		

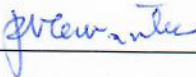
HEALTH & SAFETY	YES	NO	COMMENT
(3-n) In an event of an emergency evacuation, provider is readily equipped with all necessary items and contact information.	✓		
(4) Facility's indoor is clean and odor free. Indoor flooring is free from dirt and food crumbs, has no bad smell or any kind of scent, and are 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.	✓		
(6) Staff/child ratio are met. There are sufficient numbers of staffs with the group of children.	✓		
(6-a) In an event assigned staff had to leave her group of children, a floater staff is available to alternate during his/her absent.	✓		
(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).	✓		
(7-b) Developmentally delayed children (that scored in the dark area) are referred to the appropriate agencies.	✓		
(7-c) Children that scored in the gray area or at risk of developmentally delay are given the opportunities for improvement with their limitation.	✓		
(7-d) Daily health check to all enrolled children are performed, recorded and accessible.	✓		

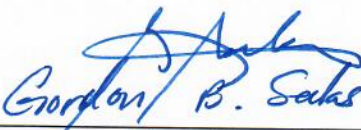
HEALTH & SAFETY	YES	NO	COMMENTS
(7-e) Comfortable room is provided for enrolled children that are sick.	✓		
(7-f) In the facility, children enrolled and staffs are free from tuberculosis.	✓		
(7-g) Provider has updated health or food handler certificate.	✓		
(7-h) Hand-washing is performed through-out 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.	—		CCL expires on 12/15/2020
(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.	—		Subject to Review
(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.	✓		
(8-i) Daily, the DCCA/CCDF children enrolled have timed-in and out on their CCDF attendance sheet when being dropped and picked up.	✓		

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: 

Inspected & Reported By: 
Print & Sign

12/16/2019
Date

Reviewed & Concurred By: 
Gordon B. Salas
CCLP Supervisor

12/16/2019
Date