



MARINE &
 *Family*

Child and Youth Programs

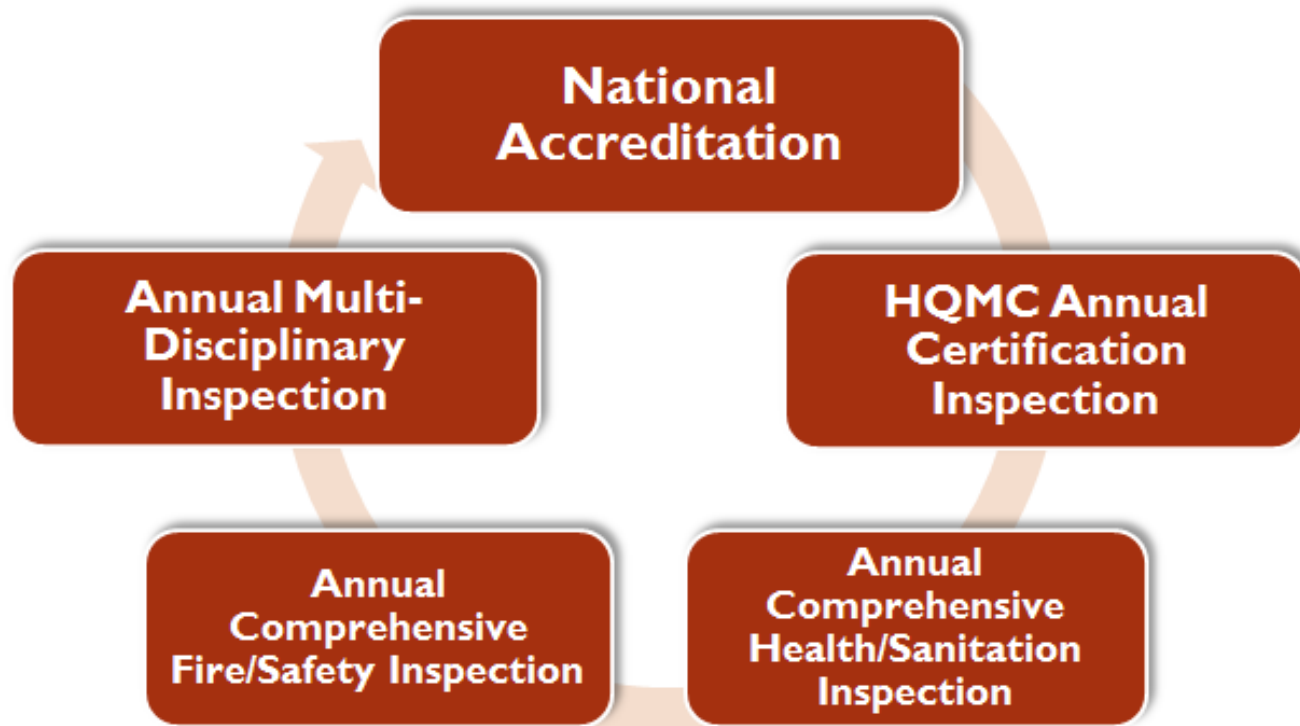
2016 Annual Unannounced Inspection

Marine Corps Air Station Yuma

Child and Youth Programs

28 June 2016 - 30 June 2016

Continuum of Quality



Utilization and Wait List

The CYP is currently serving:

- Ages 0 – 5 years 206 children
- Ages 6 – 12 years 55 youth

	Enrollment
Yuma CDC	112
Yuma CDC Annex	76
Yuma Family Child Care	18
Yuma SAC/Youth	55

Utilization and Wait List

Children and Youth in need of immediate care:

- Ages 0 – 5 years 11 children
- Ages 6 – 12 years 0 youth

Areas Inspected

The following areas were inspected during CYP Inspections:

- General Management
 - Facilities, Health, Safety, and Risk Management
 - Programming
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- Each Program Manager received a detailed report of their inspection results.
 - An overall compliance with HQMC CYP inspection criteria has been issued for each program.
 - Points possible vs points achieved were provided in the areas listed above to help programs identify areas in need of improvement.
 - A summary of the points for each program are included in your packet.
 - **All programs are required to obtain 100% compliance with HQMC inspection criteria to receive a DoD Certificate to Operate.**

Installation Strengths

- The CYP staff demonstrates strong relationships with the families. There is evidence of a Parent Advisory Board and minutes to support the meetings held. Families are informed well in advance of future meetings and are kept updated of the activities that occur in the center.
- CDC portfolios are well organized, details and accessible to parents.

Commander Attention Items

These noted deficiencies present a health/safety risk to the installation and/or are projects requiring significant resources to address.

- *Background checks not initiated, completed and returned in a timely manner.*
- *Inconsistent documentation of medication administration and unauthorized medication kept on sight.*

Sustaining DoD Certification

INSTALLATION CORRECTIVE ACTION PLAN (CAP) AND EVIDENCE GUIDELINES

Requirements for Developing a CAP:

The CAP shall be a comprehensive plan that targets deficiencies and monitors results in order to achieve and maintain compliance.

Develop and implement outcome-based, long-term decisions that enhance the quality of CYP.

A cover memo with Command and MCCS Director's endorsement shall accompany the corrective action plan.

The DoD Certificate to Operate will be issued by ODUSD (MC&FP) to installations that operate programs found to be in full compliance. CAPs are subject to review by ODUSD (MC&FP) upon their request.

All original DoD Certificate to Operate will be mailed to the installation Commanding General / Commanding Officer.

Sustaining DoD Certification

Steps, Timelines and Required Information for Corrective Action Plans:

Step 1: Critical Findings

Life threatening violations (Critical Findings): any violation of a law or regulation (discovered at an inspection or otherwise) shall result in discrepancies and be remedied within 72 hours from the date of out-brief. If corrections are not made, the program or FCC/OFCC home (or affected parts of the facility/home) will be subject to closure.

Examples of Critical Findings:

Propane tank for a gas grill is being stored in the Janitor's Closet.

Fire alarm system is not operational.

Entire or large portion of video surveillance system is down, non operational.

Things that can cause significant injury or death.

Any cases of abuse.

Sustaining DoD Certification

Steps, Timelines and Required Information for Corrective Action Plans cont'd:

Step 2: All Other Findings

The installation has 30 calendar days from the installation out-brief to develop and forward an electronic copy of the CAP to HQMC, MFY3 via MCATS.

At 45 days from the out-brief, the installation must submit a request for a waiver to HQMC, MFY3 for deficiencies that will not be completed or corrected within 60 days from the out-brief. Waiver letters must be endorsed by the installation Commanding Officer and MCCA Director.

The installation has 60 calendar days from the installation out brief to submit Evidence of Corrective Action to HQMC via MCATS.

If the CAP requires revisions, the installation and HQMC will work together to ensure the plan meets the DoD and Marine Corps guidance.

Upon successful completion of all corrective actions, HQMC will issue a DoD Certificate to Operate within 90 days of the out-brief.

Inspection Results

Program Type	Achieved Points	Possible Points
CYP	35	42
General Management	8	9
Facilities, Health, Safety, and Risk Management	20	26
Programming	7	7

Inspection Results

Program Type	Achieved Points	Possible Points
CDC	466	521
General Management	141	149
Facilities, Health, Safety, and Risk Management	226	273
Programming	99	99

Inspection Results

Program Type	Achieved Points	Possible Points
FCC	185	200
General Management	62	67
Facilities, Health, Safety, and Risk Management	97	105
Programming	26	28

Inspection Results

Program Type	Achieved Points	Possible Points
SAC/Youth	190	207
General Management	52	56
Facilities, Health, Safety, and Risk Management	104	117
Programming	34	34

Detailed Inspection Results

Program	Achieved Points	Possible Points
Installation Level Child and Youth Programs	35	42
General Management	8	9
Facilities, Health, Safety, and Risk Management	20	26
Programming	7	7

Detailed Inspection Results

Program	Achieved Points	Possible Points
Yuma CDC	240	268
General Management	71	76
Facilities, Health, Safety, and Risk Management	119	142
Programming	50	50

Detailed Inspection Results

Program	Achieved Points	Possible Points
Yuma CDC Annex	226	253
General Management	70	73
Facilities, Health, Safety, and Risk Management	107	131
Programming	49	49

Detailed Inspection Results

Program	Achieved Points	Possible Points
Yuma Family Child Care	185	200
General Management	62	67
Facilities, Health, Safety, and Risk Management	97	105
Programming	26	28

Detailed Inspection Results

Program	Achieved Points	Possible Points
Yuma SAC/Youth	190	207
General Management	52	56
Facilities, Health, Safety, and Risk Management	104	117
Programming	34	34