

**Notice of Findings**

**Notice To:** Brittney Gilmore - Director

**Facility Name:** Kids Country Daycare

**Owner:**

**Site Address:** 1095 Sugar View

**City/State/Zip:** Sheridan, WY 82801

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 11/19/2019, and investigated by Kristi Bennick

A statement of childcare allegation, CPL-44695, was provided on 11/26/2019.

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

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1. Finding: Non-Compliant

Regulation:

Chapter 4. General Requirements

Section 3. Provider, Director, and Staff Requirement

(a) Before the provider, director, their staff, household member, substitute or volunteer assume responsibility for the direct care of children, work in the facility or move into the Family Child Care Home or Family Child Care Center, the following shall be on file:

(iii) A child abuse/neglect Central Registry check which does not reveal any disqualifying information.

Explanation of Findings: A finding of non-compliance is based on observation by licensing on 11/19/19 at 1:40pm. Licensor reviewed records and there was not out of state central registry results on file from Montana for Jenna Leader. Jenna was at the facility at time of the visit and was being used in ratios. Jenna stated she had not filled out paperwork for the state of Montana.

Action Required: At the time of visit on 11/19/19 at 1:40pm visit, Jenna Leader left the facility. Kayla Williams filled out a variance request for Jenna's out of state central registry. Please submit corrective action plan discussing how you will maintain compliance in only used qualified staff at the facility.

Corrective Action Plan Due Date: 12/09/2019

Corrective Action Plan Achieved Date: 01/07/2020

Compliance Due Date:

Compliance Achieved Date:

Action Met Comments: Staff left at the time of the visit. A variance was filled out at that time, and the staff did not return as she was quitting soon anyway. Received CAP from Angela 1/7/2020.

**The Department requests your cooperation in ensuring compliance is met. In the absence of cooperation, the Department may take whatever steps are necessary to ensure the safety of children.**

**The Department's information may be shared with authorized individuals or agencies, which include, but are not limited to, the Attorney General, County Attorney, and law enforcement.**

If you disagree with the Department's finding of a non-compliance violation, you may request an Administrative hearing within (10) days of your receipt of this letter (W.S. 14-4-108). Administrative hearing procedures are included in the Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

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CC: