

Notice of Findings

Notice To: Jennifer Wistisen - Director
Facility Name: Excel Academy Private School
Owner: Jennifer Wistisen
Site Address: 500 S. Jefferson
City/State/Zip: Casper, WY 82601

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 10/14/2020, and investigated by Ashley Dame

A statement of childcare allegation, CPL-46270, was provided on 10/14/2020.

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

1. Finding: Non-Compliant

Regulation:

Chapter 4. General Requirements

Section 9. Training

(b) Within three (3) months of staff's start date and prior to assuming responsibility for unsupervised direct care of children, all staff shall receive the approved pre-service and facility staff orientation training.

Explanation of Findings: Explanation of finding of non-compliance. At the 10/14/20 visit, it was observed that staff Jennifer is left alone with children without training.

Action Required: Please submit a corrective action plan detailing how you will assure staff have proper training before left alone with children.

Corrective Action Plan Due Date: 10/14/2020

Corrective Action Plan Achieved Date: 11/02/2020

Compliance Due Date: 10/14/2020

Compliance Achieved Date: 10/14/2020

Action Met Comments: Received corrective action plan.

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:

Jennifer Wistisen - Owner