

**Notice of Findings**

**Notice To:** Paulina M Pachello - Director  
**Facility Name:** Smiles 4 Miles  
**Owner:** Paulina Pachello  
**Site Address:** 3201 E. Pershing Blvd. Suite B  
**City/State/Zip:** Cheyenne, WY 82001

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 08/17/2018, and investigated by Denise J Holte

A statement of childcare allegation, CPL-4576, was provided on 08/29/2018.

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 7. Rules for Certification Of A Child Care Center (CCC)

Section 3. Director/Assistant Director and Staff Requirements

(a) The director shall:

(vii) Be onsite and available for at least 50% of the operating week in which they are listed as the director, unless an exception by the licenser for good cause is given;

Reason: It has been reported that during the last 6 months, the director regularly does not come in, but is present a few hours a few times per week.

Explanation of Findings: The findings from the investigation and interviews support that the director has been scheduled for 50% of the operating week but has had several medical appointments and has spent time with her family at home.

Action Required: Please post a schedule weekly of your hours and note any reason why you are not there during the scheduled time. A Corrective Action Plan is enclosed for you to complete. Please submit to the licenser on or before 10/11/2018 for approval The corrective action plan needs to include the following: which explains what is going to be done, who will execute the plan, where will the plan be executed and when will the plan be checked to ensure continued compliance. The licenser will review and then approve the plan to be carried out.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date: 10/11/2018  
Compliance Achieved Date: 10/10/2018

## 2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 14. Health and Safety Requirements

(v) Emergency preparedness guidelines shall be written, available, followed and include:

(iv) That drills shall include practice from all exit locations, at varied times of the day, and during varied activities; and

Reason: It has been reported that during the last 6 months fire drills are only done with preschoolers not the toddlers.

Explanation of Findings: The findings and interviews from this investigation support that fire drills/emergency evacuation drills have not been completed for all children. They were only conducted with the preschoolers.

Action Required: Please submit a corrective action plan to the licenser for approval on or before 10/11/2018. The corrective action plan is enclosed. Please include: what is going to be done, who will execute the plan, where will the plan be executed and when will the plan be checked to ensure continued compliance. The licenser will review and then approve the plan to be carried out. Thank you and please call with any questions.

Corrective Action Plan Due Date:  
Corrective Action Plan Achieved Date:  
Compliance Due Date: 10/11/2018  
Compliance Achieved Date: 10/10/2018

**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.

Licenser: Denise J Holte  
Address: 1510 East Pershing Blvd  
City/State/Zip: Cheyenne WY 82001  
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Licenser Supervisor: Regien Hasperhoven  
Address: 877 N 8th Street W, Second Floor  
City/State/Zip: Riverton WY 82501

Phone: 307-857-9281  
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CC:  
Paulina Pachello - Owner