

**Notice of Findings**

**Notice To:** Kyalonni L Zierke - Director  
**Facility Name:** True North Academy  
**Owner:**  
**Site Address:** 1619 Stampede Ave  
**City/State/Zip:** Cody, WY 82414

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 05/07/2021, and investigated by Amanda Jarrett

A statement of childcare allegation, CPL-47205, was provided on 05/07/2021.

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 9. Training

(e) All staff shall have Infant/Child Cardiopulmonary Resuscitation (CPR) and First Aid (FA) training and certification shall be kept current.

Explanation of Findings: Staff A.S., S.Sr., A.G., L.R., M.K, working in a classroom without current CPR/FA (start 10/2020). D.P., S.Se. not working during visit but do not have CPR/FA. Amy and Ky 5/10/2021 CPR/FA expiration. Amy and Ky must remain in building at all times when children are present until all staff are CPR/FA certified.

Action Required: Ky has a class scheduled for next week 5/10/2020. Send licenser a copy of proof of attendance and completion of class. Send all CPR/FA cards to STARS for credit.

Corrective Action Plan Due Date: 05/21/2021

Corrective Action Plan Achieved Date:

Compliance Due Date: 05/21/2021

Compliance Achieved Date:

2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements  
Section 10. Records

(d) Individual child's records shall be in place before a child is left in care and shall include:  
(vii) Immunization records as required by W.S. 14-4-116 and the Department of Health, Immunization Program, except for school age children who are attending public school. In programs that are operated on a drop-in basis, immunization records for children are not required, but recommended to be on file. If attendance on a drop-in basis exceeds 30 calendar days, immunization records are required;

Explanation of Findings: Total enrolled: 50. Immunization records missing from multiple child files. Licensor will return to recheck files when facility is compliant.

Action Required: Please ensure all children have Immunization records in place at the facility prior to attendance. Licensor will completed additional visit to check child files.

Corrective Action Plan Due Date: 05/21/2021

Corrective Action Plan Achieved Date:  
Compliance Due Date: 05/21/2021  
Compliance Achieved Date:

**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: Amanda Jarrett  
Address: 1301 Rumsey Ave  
City/State/Zip: Cody WY 82414  
Phone: 307-587-6246 ext 31  
Email: amanda.jarrett1@wyo.gov

Licenser Supervisor: Stoney Busch  
Address: 851 Werner Ct Suite 200  
City/State/Zip: Casper WY 82601  
Phone: 307-473-3933  
Email: Stoney.Busch@wyo.gov

Signature:

A handwritten signature in black ink, appearing to read 'Amanda Jarrett', with a long horizontal flourish extending to the right.

Date: 05/07/2021

Amanda Jarrett

CC: