

**Notice of Findings**

**Notice To:** Deborah Brown - Director  
**Facility Name:** Wyoming Child and Family Development Casper Mills Head start  
**Owner:**  
**Site Address:** 4981 Buick St.  
**City/State/Zip:** Mills, WY 82604

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 10/06/2020, and investigated by Ashley Dame

A statement of childcare allegation, CPL-46217, was provided on 10/06/2020.

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: Explanation of finding of non-compliance. At the 10/6/20 visit, it was observed that staff Monica did not have out of state central registry for Virginia.

Action Required: Please submit a corrective action plan detailing how you will assure staff qualifications are being met.

Corrective Action Plan Due Date: 10/20/2020  
Corrective Action Plan Achieved Date:  
Compliance Due Date: 10/06/2020  
Compliance Achieved Date: 10/06/2020

**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.

Licenser: Ashley Dame  
Address: 851 Werner Ct Suite 200  
City/State/Zip: Casper WY 82601  
Phone: 307-473-3985  
Email: ashley.dame@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 'Ashley Dame', written in a cursive style.

Date: 10/06/2020

Ashley Dame

CC:

Daniel Sisson - Board President  
daniel.sisson@fsbwy.com