

**Notice of Findings**

**Notice To:** Kayla Bryant - Director

**Facility Name:** Busy Bee Preschool

**Owner:**

**Site Address:** 1200 Culbertson

**City/State/Zip:** Worland, WY 82401

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 03/30/2022, and investigated by Tresa King

A statement of childcare allegation, CPL-48796, was provided on 03/30/2022.

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 10. Records

(c) Provider, director, staff, substitute and volunteer records shall include:

Explanation of Findings: Staff records were not on file at the time of the visit for two staff members.

Action Required: Obtain staff documentation and complete new CCL-205 and corrective action plan detail how your ensure staff records on file.

Corrective Action Plan Due Date: 04/13/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 04/11/2022

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.

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Signature:



Date: 04/04/2022

Tresa King

CC: