

**Notice of Findings**

**Notice To:** Cheryl O'Harra - Director  
**Facility Name:** Trinity Lutheran Preschool  
**Owner:** Cheryl O'Hara  
**Site Address:** 50 Yellow Creek RD  
**City/State/Zip:** Evanston, WY 82930

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 10/27/2021, and investigated by Veronica Endecott

A statement of childcare allegation, CPL-48131, was provided on 10/27/2021.

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 3. Provider, Director, and Staff Requirement  
(e) All staff, household members, substitutes, and volunteers shall complete a child abuse/neglect Central Registry background check once a year and a full fingerprint based national criminal history record background check every five (5) years.

Explanation of Findings: Licenser observed at facility visit on 10/27/2021, 3 staff without current Central Registry Child Abuse and Neglect results on file.

Action Required: Please send in new Central Registry Child Abuse and Neglect checks to the state office. Complete a variance request for staff needed to meet ratios and remain at the facility. Complete a Corrective Action Plan ensuring how everyone working will have current Central Registry Child Abuse and Neglect on file.

Corrective Action Plan Due Date: 11/03/2021

Corrective Action Plan Achieved Date:

Compliance Due Date: 11/03/2021

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: Veronica Endecott  
Address: 1100 Pine Ave Suite 1C  
City/State/Zip: Kemmerer WY 83101  
Phone: 307-877-3664  
Email: veronica.endecott@wyo.gov

Licenser Supervisor: Regien Hasperhoven  
Address: 877 N 8th Street W, Second Floor  
City/State/Zip: Riverton WY 82501  
Phone: 307-857-9281  
Email: Regien.Hasperhoven@wyo.gov

Signature:

A handwritten signature in black ink, appearing to read 'V Endecott', with a stylized flourish at the end.

Date: 10/27/2021

Veronica Endecott

CC:

Reenda Hoglin - Assistant Director  
50 Yellow Creed Road, Evanston, WY, 82930

Cheryl O'Hara - Owner  
240 Toponce Dr, Evanston, WY, 82930