

**Notice of Findings**

**Notice To:** Kera O Wenzel - Director  
**Facility Name:** CHILDREN'S RESOURCE CENTER POWELL  
**Owner:**  
**Site Address:** 558 EAST 2ND  
**City/State/Zip:** Powell, WY 82435

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 04/08/2021, and investigated by Amanda Jarrett

A statement of childcare allegation, CPL-47014, was provided on 04/08/2021.

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 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: 8 child files are missing immunization records. Files identified to director.

Action Required: Please ensure immunization records are in place prior to children returning to care.

Corrective Action Plan Due Date: 04/22/2021  
Corrective Action Plan Achieved Date:  
Compliance Due Date: 04/22/2021  
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 stylized, cursive script.

Date: 04/23/2021

Amanda Jarrett

CC: