

Notice of Findings

Notice To: Pamela Stevens - Director
Facility Name: Pam Stevens Child Care
Owner: Pamela Stevens
Site Address: 545 Fremont
City/State/Zip: Thermopolis, WY 82443

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 03/01/2024, and investigated by Tresa King.

A statement of childcare allegation, CPL-5636, was provided on 03/04/2024.

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 3. Owner, Director, and Staff Requirements.

(a) Before the owner, director, their staff, household member, employee, substitute or volunteer assume responsibility for children, provide 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 Central Registry or child abuse/neglect check which does not reveal any disqualifying information shall be completed in Wyoming and in all states lived in for the past five (5) years for staff and all adult household members including any adult who intends to move into the home;

Allegation: Licenser Tresa King observed that Central Registry Screen for Pam Stevens has not been completed.

Explanation of Findings: Finding of Non-Compliant, Licenser confirmed via phone 3/1/23 call with Pam Stevens that new Central Registry Screen was not sent in prior to expiration date.

Action Required: Complete Central Registry Screen. Complete Corrective Action Plan detailing how you will ensure your annual Central Registry Screen in completed prior to your expiration date.

Corrective Action Plan Due Date: 03/06/2024

Corrective Action Plan Achieved Date:

Compliance Due Date: 03/06/2024

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 the 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 non-compliance for a 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 Department of Family Services' **Wyoming Child Care Licensing Rules, Chapter 3, Section 5: Contested Case Hearing Rules**, and based upon the above statute. If you have questions, or need a copy of the Rules, you may contact the Department of Family Services Field office in the county where you live.

Licenser: Tresa King
Address: 877 N 8th Street W, Second Floor
City/State/Zip: Riverton WY 82501
Phone: 307-857-9282
Email: tresa.king@wyo.gov

Licenser Supervisor: Michelle Lala
Address: 1510 East Pershing Blvd
City/State/Zip: Cheyenne WY 82001
Phone: 307-777-5151
Email: Michelle.Tucker1@wyo.gov

Signature:



Date: 03/04/2024

Tresa King

CC: