

Notice of Findings

Notice To: Ashlee Lewis - Director
Facility Name: Miss Ashlee's Childcare
Owner: Ashlee Lewis
Site Address: 1536 S. Oakcrest
City/State/Zip: Casper, WY 82601

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 12/12/2024, and investigated by Teddie Schrayner.

A statement of childcare allegation, CPL-5827, was provided on 12/12/2024.

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.

(f) All staff, household members, substitutes, and volunteers shall complete a full fingerprint based national criminal history record background check and a state criminal registry check for Wyoming and for each state the person has lived in the past five (5) years, every five (5) years. These checks shall be kept current at all times, using the date the check was performed as the initial date, and repeated every five (5) years thereafter. The Department may require a new full fingerprint based national criminal history record background check or a state criminal registry check for Wyoming and/or each state the person has lived in the past five (5) years at any time for staff, household members, substitutes, and volunteers.

Allegation: While reviewing the staff record it was observed that DCI/FBI was expired for staff member S.T.

Explanation of Findings: In speaking with the director staff member S.T. is working and they have mailed the fingerprint cards, however, have not received current results.

Action Required: Facility must have current results for an approved variance for staff to be working in the facility. S.T. will be sent home until one of these is obtained. Please submit a corrective action plan to the Licensing Office showing how you will ensure that in the future all staff qualifications will remain current and on file.

Corrective Action Plan Due Date: 12/26/2024

Corrective Action Plan Achieved Date:

Compliance Due Date: 12/12/2024

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: Madison Johnson
Address: 444 W. Collins Ste. #2100
City/State/Zip: Casper WY 82601
Phone: 307-473-3985
Email: Madison.Johnson@wyo.gov

Licenser Supervisor: Stoney Busch
Address: 444 W. Collins Ste. #2100
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 'Teddie Schraye', written over a horizontal line.

Teddie Schraye for Madison Johnson

Date: 12/12/2024

CC:

Bianca Emerson - Assistant Director
1536 S. Oakcrest, Casper, WY, 82601

Ashlee Lewis - Owner
ashleelewis0724@yahoo.com