

**Notice of Findings**

**Notice To:** Stephanie Fisher - Director  
**Facility Name:** Stacey Houk Family Enrichment Center, DBA Stacey Houk Learning Center  
**Owner:** Mary Ellen Sternitzke  
**Site Address:** 1765 West C St.  
**City/State/Zip:** Torrington, WY 82240

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 08/04/2020, and investigated by Kathy Geringer.

A statement of childcare allegation, CPL-4966, was provided on 08/07/2020.

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

(a) Before the provider, director, their staff, household member, substitute or volunteer assume responsibility for the 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 child abuse/neglect Central Registry check which does not reveal any disqualifying information.

Allegation: A staff observed working in the facility on 8/4/2020, supervising one child did not have a current completed Wyoming Central Registry form on file.

Explanation of Findings: A staff was observed working unsupervised with a child during the renewal inspection of 8/4/2020. The same staff had been working in the facility since 6/15/2020, no current Wyoming Central Registry was run on her prior to working in the facility, since there was no WY Central Registry, there were also no current Sex Offender results on file. Staff can not work in the facility until all their completed Wyoming Central Registry and Sex Offender Results are on file.

Action Required: Submit a Wyoming Central Registry form for the staff immediately. She may not return to working with the children until the Wyoming Central Registry is completed and on file, or an approved variance for the staff to work supervised pending completion of the Wyoming Central Registry is on file. A Corrective Action Plan stating; how you will ensure that no staff will be in the facility working without a

current Wyoming Central Registry form, and Sex Offender results on file, is due on 8/18/2020.

Corrective Action Plan Due Date: 08/18/2020

Corrective Action Plan Achieved Date:

Compliance Due Date: 08/05/2020

Compliance Achieved Date:

## 2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 3. Provider, Director, and Staff Requirement

(a) Before the provider, director, their staff, household member, substitute or volunteer assume responsibility for the 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 child abuse/neglect Central Registry check which does not reveal any disqualifying information.

Allegation: Two staff who have been working in the facility with children, do not have completed Out of State Central Registry Results on file.

Explanation of Findings: During the renewal inspection of 8/4/2020. One staff who started working in the facility on 8/22/19, and one staff who had been working in the facility since 6/15/2020, had no completed Out of State Central Registry Results on file. Staff can not work in the facility until their completed Out of State Central Registry Results are on file.

Action Required: Submit a Out of State Central Registry documents to the State Office immediately. Staff may not return to working with the children until the Out of State Central Registry is completed and on file, or an approved variance for the staff to work supervised pending completion of the Out of State Central Registry is on file. A Corrective Action Plan stating; how you will ensure that no staff will be in the facility working without Out of State Central Registry results on file, is due on 8/18/2020.

Corrective Action Plan Due Date: 08/18/2020

Corrective Action Plan Achieved Date:

Compliance Due Date: 08/05/2020

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: Kathy Geringer  
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Email: Kathy.Geringer@wyo.gov

Licenser Supervisor: Regien Hasperhoven  
Address: 877 N 8th Street W, Second Floor  
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Phone: 307-857-9281  
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Signature:



Kathy Geringer

Date: 08/07/2020

CC:

Mary Ellen Sternitzke - Owner  
mesrox@gmail.com