

Notice of Findings

Notice To: Kalie Miles - Director
Facility Name: Children's Discovery Center
Owner:
Site Address: 454 E. Hennick St
City/State/Zip: Pinedale, WY 82941

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 04/28/2022, and investigated by Kelli Dunne.

A statement of childcare allegation, CPL-5271, was provided on 04/29/2022.

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 8. Transportation and Field Trips.

(e) When children are taken off site, there shall be:
(iv) Direct staff supervision at all times, with a written plan for supervision maintenance at all times; and

Allegation: It was reported by Director that on 4.25.22 a (2) year old child was left behind when the staff and children returned to the facility after a field trip.

Explanation of Findings: Through interviews and the report received by the director, it was established that on 4.25.22 a child was left behind when the staff and children returned to the facility after a field trip.

Action Required: A Corrective Action Plan needs to be completed detailing why this happened and how the Director will ensure that staff members are properly trained in the area of transportation and field trip protocols that meet child care licensing rules. CAP was received and approved on 5.12.22.

Corrective Action Plan Due Date: 05/13/2022
Corrective Action Plan Achieved Date: 06/02/2022
Compliance Due Date: 05/13/2022
Compliance Achieved Date: 05/12/2022

2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements
Section 8. Transportation and Field Trips.

(e) When children are taken off site, there shall be:

(iii) A current and updated attendance record (which documents periodic counts of children to include when getting on and off the mode of transportation);

Allegation: It was reported by Director that on 4.25.22 a current and updated attendance record was not maintained while children in the facility were on a field trip. Additionally, staff members did not complete a head count of children when loading the bus to return to the facility.

Explanation of Findings: Through interviews and the report received by the director, it was established that on 4.25.22 a current and updated attendance record was not maintained while children in the facility were on a field trip. Additionally, staff members did not complete a head count of children when loading the bus to return to the facility.

Action Required: A Corrective Action Plan needs to be completed detailing why this happened and how the Director will ensure that staff members are properly trained in the area of transportation and field trip protocols that meet child care licensing rules. CAP was received and approved on 5.12.22.

Corrective Action Plan Due Date: 05/13/2022

Corrective Action Plan Achieved Date: 06/02/2022

Compliance Due Date: 05/13/2022

Compliance Achieved Date: 05/12/2022

3. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements
Section 11. Reports.

(c) All staff are required to report cases of suspected child abuse or neglect. An owner, director or their staff shall report immediately to the local Department office and/or local law enforcement any circumstances indicating that a child in care may have been subjected to abuse or neglect by a person inside or outside of a program.

Allegation: It was self-reported by Director on 4.28.22 that an incident took place on a field trip. The incident took place on 4.25.22 and was not immediately reported to the Department of Family Services.

Explanation of Findings: Through interviews and the report received by the director, it was established that on 4.25.22 an incident took place on a field trip and it was not immediately reported to the Department of Family Services.

Action Required: A Corrective Action Plan needs to be completed detailing how this will not happen again in the future. CAP was received and approved on 5.12.22.

Corrective Action Plan Due Date: 05/13/2022

Corrective Action Plan Achieved Date: 06/02/2022

Compliance Due Date: 05/13/2022

Compliance Achieved Date: 05/12/2022

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.

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Signature: _____
Nichole Anderson for Kelli Dunne

Date: _____

CC:
Jake Radakovich - Board Representative
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