

Notice of Findings

Notice To: Norma Montiel-Tzompa - Director
Facility Name: Children's Learning Center - Mercill
Owner:
Site Address: 145 W Mercill ,PO Box 4100
City/State/Zip: Jackson, WY 83001

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 08/24/2022, and investigated by Kelli Dunne.

A statement of childcare allegation, CPL-5341, was provided on 08/25/2022.

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 2. Capacity/Supervision Requirements.

(I) There shall be at least one (1) adult staff supervising the care of children at all times. Video and/or audio monitors shall not be used to fulfill staff supervision requirements.

Allegation: It was self reported that on 8.24.22 a child was left in a stairwell at the facility without adult staff supervision.

Action Required: A Corrective Action Plan (CAP) and it's execution that includes the following: 1). A signed acknowledgement from each staff member that may work in the Mountain Lion's classroom (both regular staff and potential substitutes) that they know and understand how to supervise during transitions. 2). The implementation of a count system that shall be documented on paper for every time children leave the classroom. These counts shall be submitted to licensing by the close of business each Friday for the Mountain Lion classroom. 3).The Director and any staff member that works or sub in or could possibly sub in the Mountain Lion classroom must schedule and obtain at least 6 hours of training in the area of supervision. This training must be scheduled by October 10, 2022 and this training must be completed within a reasonable timeframe. This training may be conducted by the PLC, the DFS technical assistance coordinator or another approved entity. This training must include a hands on/in person component. 4). Compliance monitoring visits will be conducted on a regular bases for a period of no less than (60) days.

Corrective Action Plan Due Date: 10/10/2022

Corrective Action Plan Achieved Date:
Compliance Due Date: 10/10/2022
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.

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Signature: _____
Kelli Dunne

Date: _____

CC:
Lisa Lord Price - Board President
Board Chair, PO Box 4100, Jackson, WY, 83001