

**Notice of Findings**

**Notice To:** Jennifer L Wolf - Director  
**Facility Name:** Sweet Spirits Child Care LLC  
**Owner:** Jennifer Wolf  
**Site Address:** 211 E. Kelly Ave.  
**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 04/03/2019, and investigated by Pamela Konstant

A statement of childcare allegation, CPL-43463, was provided on 04/10/2019.

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 7. Medications

- (a) Medications shall only be given in child care when the facility has agreed to administer medications and adheres to the following:
- (ii) A medication consent form has been completed and signed by the parent or legal guardian and includes:

Explanation of Findings: During a routine licensing inspection for renewal on April 3, 2019, Licenser observed that one child had prescribed medication present at the facility and no medication authorization was on file as required.

Action Required: Facility will immediately obtain medication authorization forms for all children requiring medication before the medication is allowed at the facility. Director will submit a Corrective Action Plan detailing how she will ensure permission slips are obtained prior to the medication being permitted in the facility.

Corrective Action Plan Due Date: 04/24/2019

Corrective Action Plan Achieved Date: 04/24/2019

Compliance Due Date:

Compliance Achieved Date:

Action Met Comments: Received immediate compliance and Corrective Action Plan. PDK

**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 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 a non-compliance 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 Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

Licenser: Kelli Dunne  
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Licenser Supervisor: Michelle Tucker  
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City/State/Zip: Cheyenne WY 82001  
Phone: 307-777-5151  
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Signature: \_\_\_\_\_  
Stoney Busch for Kelli Dunne

Date: \_\_\_\_\_

CC:  
Jennifer L Wolf - Owner  
Sweetspiritschildcare@gmail.com