

**Notice of Findings**

**Notice To:** Jennifer L Wolf - Director  
**Facility Name:** Sweet Spirits Child Care LLC  
**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: 01/23/2019, and investigated by Pamela Konstant

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

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**Reported Allegation:**

1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 3. Provider, Director, and Staff Requirement

(e) All staff, household members, substitutes, and volunteers shall complete a child abuse/neglect Central Registry background check once a year and a full fingerprint based national criminal history record background check every five (5) years.

Reason: On January 23, 2019, during a review of staff background checks for a Variance Request, Licenser Pamela Konstant observed that individuals at the facility had expired Central Registries and were working with children.

Explanation of Findings: During a review of the licensing records, Licenser Pamela Konstant found that an employee was actively working at the facility while their Central Registry had expired.

Compliance Action Required: All staff must have a current Central Registry to be working in the facility. Staff without a cleared Central Registry will not be permitted to work until their Central Registry clearance comes back. Facility will develop a plan to ensure that all Central Registry clearances are done annually as required and that no one continues to work with expired Central Registry reports.

Compliance Due Date: 01/24/2019

Compliance Achieved Date: 01/24/2019

**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.**

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Licenser Supervisor: Michelle Lala  
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Signature: \_\_\_\_\_  
Michelle Lala for Kelli Dunne

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

CC:  
Jennifer L Wolf - Owner  
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