

**Notice of Findings**

**Notice To:** Ashley Small - Director

**Facility Name:** Small Adventures

**Owner:** Ashley Small

**Site Address:** 1016 Mill Street

**City/State/Zip:** Laramie, WY 82072

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 01/08/2020, and investigated by Michelle Tucker.

A statement of childcare allegation, CPL-4884, was provided on 01/13/2020.

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 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: It has been reported that a household member of the facility does not have current central registry background check results.

Explanation of Findings: Through interviews and evidence obtained over the course of this investigation, it was found that household member CS's central registry expired on 12/21/2019 and a new central registry background screening was not requested or processed prior to the expiration of the previous one.

Action Required: New central registry and a variance were submitted on 01/09/2020. Complete the enclosed Corrective Action Plan detailing how the facility will maintain compliance with the requirement of having current central registry on file for all staff and adult household members. Please detail in particular how this compliance will be maintained for current employees and adult household members who need central registries updated annually.

Corrective Action Plan Due Date: 02/03/2020

Corrective Action Plan Achieved Date: 02/12/2020  
Compliance Due Date: 01/09/2020  
Compliance Achieved Date: 01/09/2020

**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: Michelle Tucker  
Address: 1510 East Pershing Blvd  
City/State/Zip: Cheyenne WY 82001  
Phone: 307-777-5151  
Email: michelle.tucker1@wyo.gov

Licenser Supervisor: Nichole Anderson  
Address: 2300 Capital Ave.  
City/State/Zip: Cheyenne WY 82002  
Phone: 307-777-6395  
Email: Nichole.Anderson@wyo.gov

Signature: \_\_\_\_\_  
Stoney Busch for Michelle Tucker

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

CC:  
Ashley Small - Owner  
1016 Mill Street, Laramie, WY, 82070