

**Notice of Findings**

**Notice To:** Monica Costalez - Director  
**Facility Name:** ST. ANTHONYS PRESCHOOL  
**Owner:**  
**Site Address:** 1145 West 20th street  
**City/State/Zip:** Casper, WY 82601

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 09/16/2019, and investigated by Ashley Dame.

A statement of childcare allegation, CPL-4815, was provided on 09/24/2019.

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 2. Capacity/Supervision Requirements

(i) In order to be counted in the staff:child ratio, staff shall be attending to the children. Necessary cooking, cleaning, janitorial, or similar tasks performed by a staff person counted in the staff:child ratio may take no longer than a few minutes, shall be done in such a way that the children are within sight and sound of the staff person, and the staff person can quickly and easily leave the task to handle direct child caring duties.

Allegation: Reporter alleges an injury occurred on the playground that was not observed by staff as they were not attending to children.

Explanation of Findings: Interviews and evidence gathered during the investigation support a finding of non-compliance as one teacher was needed in the bathroom during the time of the injury.

Action Required: Please submit a corrective action plan detailing how you will assure staff are attending to all children at all times.

Corrective Action Plan Due Date:  
Corrective Action Plan Achieved Date: 11/13/2019  
Compliance Due Date: 11/08/2019  
Compliance Achieved Date: 11/13/2019

2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 11. Reports

(a) All child care facilities shall report any injury, illness or incident which occurs at the facility and results in medical treatment, hospitalization or death to the parents of the child(ren) immediately and to the child care licenser within 24 hours. A written report shall be sent to the child care licenser within three (3) days of the incident. The death of any child in care, regardless of cause, shall be reported to licensing immediately.

Allegation: Reporter alleges injury that received medical attention was not reported to licensing within twenty four hours.

Explanation of Findings: Explanation of finding of non-compliance as the injuries were not reported to licensing within twenty four hours.

Action Required: Please submit a corrective action plan detailing how you will assure injuries that require medical attention are reported to licensing in twenty four hours.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date: 11/13/2019

Compliance Due Date: 11/08/2019

Compliance Achieved Date: 11/13/2019

**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: Robyn Harbison  
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Phone: 307-473-3985  
Email: Robyn.Harbison@wyo.gov

Licenser Supervisor: Stoney Busch  
Address: 444 W. Collins Ste. #2100  
City/State/Zip: Casper WY 82601  
Phone: 307-473-3933  
Email: Stoney.Busch@wyo.gov

Signature: \_\_\_\_\_

Nichole Anderson for Robyn Harbison

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

CC:

Cyndy Novotny - Board Representative  
cyndy.novotny@sascasper.com