

Notice of Findings

Notice To: CARLA R Chavez - Director

Facility Name: CARLA'S DAY CARE

Owner:

Site Address: 2842 Olive Drive

City/State/Zip: Cheyenne, WY 82009

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 03/08/2021, and investigated by Kathy Geringer.

A statement of childcare allegation, CPL-5066, was provided on 03/10/2021.

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
(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.

Allegation: WY Central Registries expired on 3/6/21 for Mrs. Carla Chavez and household member/staff B.C.

Explanation of Findings: Mrs. Chavez was contacted by phone on 3/5/2021 and reminded her annual WY Central Registries for herself and her staff/household members expire on 3/6/2021 which is a Saturday. She stated the documents had been mailed the previous day. Mrs. Chavez resubmitted WY Central Registries to the Licensor on the afternoon of Monday 3/8/21 to be expedited. Child Care Licensing rules require that WY Central Registries be completed annually.

Action Required: Please submit a Corrective Action Plan that states what procedures will be implemented to ensure the Annual C.R.s will be submitted early enough to ensure completion before prior year's C.R.s expire.

Corrective Action Plan Due Date: 03/24/2021

Corrective Action Plan Achieved Date:

Compliance Due Date: 03/08/2021

Compliance Achieved Date: 03/08/2021

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: Kathy Geringer
Address: 1556 Progress Court
City/State/Zip: Wheatland WY 82201
Phone: 307-322-3790
Email: Kathy.Geringer@wyo.gov

Licenser Supervisor: Regien Hasperhoven
Address: 877 N 8th Street W, Second Floor
City/State/Zip: Riverton WY 82501
Phone: 307-857-9281
Email: Regien.Hasperhoven@wyo.gov

Signature:



Kathy Geringer

Date: 03/10/2021

CC: