

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 04/23/2019, and investigated by Kathy Geringer

A statement of childcare allegation, CPL-43596, was provided on 04/29/2019.

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 10. Records

(a) Child care facilities shall maintain complete and updated administrative, staff and children's records on-site. All records shall be retained for a minimum of three (3) years.

Explanation of Findings: Medication parental authorization and administration records were not kept on file for L.C. a child in care. Licensing rules require all child records be maintained on site for a minimum of three years.

Action Required: A Corrective Action Plan is required.

Corrective Action Plan Due Date: 05/07/2019

Corrective Action Plan Achieved Date: 05/09/2019

Compliance Due Date:

Compliance Achieved Date:

Action Met Comments: Carla asked on 4/30 for permission to extend the compliance due date until 5/10/19. CAP was received on 5/9.

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

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

Signature: _____
Stoney Busch for Kathy Geringer

Date: _____

CC: