

Notice of Findings

Notice To: Ellen Carrico - Director
Facility Name: FIRST UNITED METHODIST PRESCHOOL
Owner:
Site Address: 800 N23rd Street
City/State/Zip: Rawlins, WY 82301

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 09/14/2021, and investigated by Joshua Seilaff

A statement of childcare allegation, CPL-47898, was provided on 09/14/2021.

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

(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:

(iv) Completed National Sex Offender Registry check and state Sex Offender Registry checks for Wyoming and for each state the person has lived in for the past five (5) years for staff, household members, substitutes, and volunteers. A person shall not be employed or present in the facility if the Sex Offender Registry check(s) states the person is a registered sex offender.

Explanation of Findings: It was observed at the time of the visit that Christina is working as staff without having current out of state central registry on file and completed for both LA and TN.

Action Required: Please submit a corrective action plan to child care licensing stating how the facility will ensure compliance with out of state central registry and staff qualifications at all times going forward. Please send child care licensing a copy of the out of state central registry documentation when completed and a copy of the screening results when completed for Christina. Future monitoring visits may occur.

Corrective Action Plan Due Date: 09/28/2021

Corrective Action Plan Achieved Date: 10/27/2021

Compliance Due Date: 09/14/2021

Compliance Achieved Date: 10/27/2021

Action Met Comments: Out-of-State Central Registry requests will be sent for Christina Bounds for both Louisiana and Tennessee. A variance request will be submitted requesting Christina be allowed to continue teaching until her results are available. If approved, she will continue teaching. If denied, a qualified substitute teacher will teach in her place. If no sub can be located, the class will temporarily be closed. In future, special attention will be paid to those requiring out of state central registry checks and these will be completed in a timely manner. The director is responsible for facilitating all required pre-employment documentation including, but not limited to, in state and out of state central registry. Documents will be completed at the facility and sent to the respective parties to complete the central registry checks. The plan will be followed at the time new staff are employed and each year as central registry are renewed.

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: Robyn Harbison
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Signature: _____
Annectra Cainion for Robyn Harbison

Date: _____

CC:
Jason Harshberger - Board President
jason.rawlinscp@gmail.com