

**Notice of Findings**

**Notice To:** SUSAN ANDERSON - Director  
**Facility Name:** Bullfrogs and Butterflies Childcare  
**Owner:** Susan Anderson  
**Site Address:** 1755 Riverview Road  
**City/State/Zip:** Riverton, WY 82501

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 10/22/2019, and investigated by Tresa King

A statement of childcare allegation, CPL-44503, was provided on 10/22/2019.

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 2. Capacity/Supervision Requirements

(a) The licenser shall determine total capacity for each facility. The licensed capacity shall never be exceeded. Maximum group size shall be limited by facility capacity. For specific rules relating to Capacity and Supervision refer to Chapters 5, 6, and 7.

Explanation of Findings: Unannounced facility visit conducted by licenser on 10/22/2019 at approximately 3:30 PM revealed that 11 children were present with one staff. Licensed capacity for facility is 10 children. Director stated an extra child was dropped off and she had 11 children between the hours 3:15 and 3:45 PM. Capacity was back in compliance upon the arrival of a parent who picked up two children at 3:45 PM.

Action Required: Complete and submit a Corrective Action Plan detailing how you will maintain compliance with capacity rules.

Corrective Action Plan Due Date: 10/30/2019

Corrective Action Plan Achieved Date: 10/29/2019

Compliance Due Date: 10/30/2019

Compliance Achieved Date: 01/06/2020

Action Met Comments: Corrective Action Plan rec'd approved 1/6/2020 at monitoring visit.

**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: Tresa King  
Address: 877 N 8th Street W, Second Floor  
City/State/Zip: Riverton WY 82501  
Phone: 307-857-9282  
Email: tresa.king@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: \_\_\_\_\_  
Nichole Anderson for Tresa King

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

CC: