

Notice of Findings

Notice To: Jennifer L Brush - Director

Facility Name: SUNSHINE CORNER

Owner:

Site Address: 2303 EAST 15TH

City/State/Zip: Casper, WY 82609

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 07/01/2019, and investigated by Teddie Schroyer

A statement of childcare allegation, CPL-43945, was provided on 07/02/2019.

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

1. Finding: Non-Compliant

Regulation: Chapter 7. Rules for Certification Of A Child Care Center (CCC)
Section 3. Director/Assistant Director and Staff Requirements

(b) An assistant director does not need to meet the requirements of the director but shall have the following:

(iv) Sufficient knowledge and training in the operation of the facility as well as decision making authority to assume the duties of director during his/her absence before they can assume responsibility of the operation of the facility; and

Explanation of Findings: During the 07/01/2019 assistant director, Jesse Martin was unable to access staff and children's records.

Action Required: Acting Assistant Director must be able to access staff and children's records anytime that a director is not present. Please submit a corrective action plan to the Licensing Office showing how you will assure that all assistant directors will have access to staff and children's records.

Corrective Action Plan Due Date: 07/14/2019

Corrective Action Plan Achieved Date: 07/15/2019

Compliance Due Date:

Compliance Achieved Date:

Action Met Comments: Corrective action plan received. Files were moved to where assistant director has access to children's and staff's records when director not present.

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: Teddie Schrayer
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Licenser Supervisor: Stoney Busch
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Phone: 307-473-3933
Email: Stoney.Busch@wyo.gov

Signature: _____
Stoney Busch for Teddie Schrayer

Date: _____

CC:
Melissa Patterson - Board President
6396 Gothberg Rd., Casper, WY, 82604