



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF CHILDHOOD - CHILD CARE COMPLIANCE

COMPLAINT INVESTIGATION OF
SUBSTANTIATED STATUTE OR RULE VIOLATIONS

DATE OF REPORT
11/27/2023

DVN
002261752

FACILITY NAME

SHIELDS, DENISE

FACILITY ADDRESS

1609 NW 78TH ST

CITY

KANSAS CITY

ZIP CODE

64118-1431

PHONE NUMBER

(816) 582-8092

COUNTY

CLAY

ASSIGNED SPECIALIST

MERTZ, CAYLIN

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

5 CSR 25-400.185 (4)(A)

No child shall be permitted to enroll in or attend any day care facility caring for ten (10) or more children unless the child has been adequately immunized against vaccine-preventable childhood illnesses specified by the department in accordance with recommendations of the Immunization Practices Advisory Committee (ACIP). The parent or guardian of the child shall provide satisfactory evidence of the required immunizations. Satisfactory evidence means a statement, certificate or record from a physician or other recognized health facility or personnel, stating that the required immunizations have been given to the child and verifying the type of vaccine and the month, day and year of administration.

5 CSR 25-400.105 (1)(H)

The provider shall have available a copy of the Licensing Rules for Family Child Care Homes in Missouri. Providers and assistants shall review and be knowledgeable of the rules at the time they begin work, and shall be able to understand and apply the rules which relate to their respective responsibilities.

5 CSR 25-400.210 (2)

An individual file shall be kept to identify each child and to enable the provider to communicate with the parent(s), guardian, or legal custodian of the child in an emergency. Records shall include:

5 CSR 25-400.210 (3)

Health information shall be retained in each child's individual file and shall include:

5 CSR 25-400.210 (3)(A)

A medical examination report for each infant, toddler, or preschool child or a health report for each school-age child as required by 5 CSR 25-400.125 Medical Examination Reports;

CONCLUSION SUMMARY

On November 27, 2023 the Office of Childhood received a report alleging Denise did not require Parent A to submit vaccine records. She mentioned submitting immunization records, but she never required it. Parent A was not offered the "Licensing Rules for Family Daycare Homes" book to review at the time of enrollment or any time after. After conducting an investigation, Compliance Inspector (CI) Caylin Mertz has found this allegation to be substantiated based on the following evidence and rule violations:

5 CSR 25-400.105 (1)(H) which states "The provider shall have available a copy of the Licensing Rules for Family Child Care Homes in Missouri. Providers and assistants shall review and be knowledgeable of the rules at the time they begin work, and shall be able to understand and apply the rules which relate to their respective responsibilities."

On December 13, 2023 during an unannounced inspection Provider Denise Shields indicated she did not have a copy of the Licensing Rules for Family Child Care Homes in Missouri accessible.

5 CSR 25-400.210 (2) which states "An individual file shall be kept to identify each child and to enable the provider to communicate with the parent(s), guardian, or legal custodian of the child in an emergency. Records shall include:"

5 CSR 25-400.210 (3) (A) which states "Health information shall be retained in each child's individual file and shall include: A medical examination report for each infant, toddler, or preschool child or a health report for each school-age child as required by 5 CSR 25-400.125 Medical Examination Reports;"

5 CSR 25-400.185 (4)(A) which states "No child shall be permitted to enroll in or attend any day care facility caring for ten (10) or more children unless the child has been adequately immunized against vaccine-preventable childhood illnesses specified by the department in accordance with recommendations of the Immunization Practices Advisory Committee (ACIP). The parent or guardian of the child shall provide satisfactory evidence of the required immunizations. Satisfactory evidence means a statement, certificate or record from a physician or other recognized health facility or personnel, stating that the required immunizations have been given to the child and verifying the type of vaccine and the month, day and year of administration."

On December 13, 2023 Compliance Inspector (CI) Caylin Mertz conducted an unannounced inspection at the facility. A walkthrough of the facility was conducted. CI Mertz observed files for Child B and Child C. Child B's file did not contain immunization records. Child C's file did not contain a medical examination or immunization records. Provider Denise indicated she did not have the missing items at this time. CI Mertz asked to observe a file for Child A. Provider Denise did not have a file for Child A. She indicated she did not receive the medical examination, immunization records, or child enrollment form for Child A prior to him attending.

CORRECTIVE MEASURES

CORRECTIVE MEASURE	COMPLETED (Y/N)	COMPLETED DATE
The facility shall notify all caregivers (paid employees and paid or unpaid volunteers) of the violations which were substantiated and specify the actions to be taken by all caregivers, in order to comply with all violations cited. A copy of the memo, letter, or meeting agenda shall be submitted to the Office of Childhood.	Yes	7/10/2024

DISPOSITION	DISPOSITION DATE
SUBSTANTIATED	1/16/2024

APPROVING SUPERVISOR
FOX, ROMENA