



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

**COMPLAINT INVESTIGATION OF  
SUBSTANTIATED STATUTE OR RULE VIOLATIONS**

**DATE OF REPORT**  
2/7/2022

**DVN**  
000186847

**FACILITY NAME**

UNIVERSITY CITY CHILDREN'S CENTER

**FACILITY ADDRESS**

6646 VERNON AVE

**CITY**

ST LOUIS

**ZIP CODE**

63130

**PHONE NUMBER**

(314) 726-0148

**COUNTY**

ST LOUIS

**ASSIGNED SPECIALIST**

FYFE, IAN

**RULE/STATUTE VIOLATION(S)**

**VIOLATION(S)**

5 CSR 25-500.192(5)(A)

In case of accident or injury to a child, the provider shall notify the parent(s) immediately. If the child requires emergency medical care, the provider shall follow the parent's(s') written instructions.

5 CSR 25-500.192(5)(B)

Information regarding the date and circumstance of any accident or injury shall be noted in the child's record.

**CONCLUSION SUMMARY**

On February 7, 2022, the Office of Childhood (OOC) received an allegation that Parent A was not immediately notified of an injury sustained by Child A while playing with another child in June or July of 2021. After conducting an investigation, Compliance Inspector (CI) Ian Fyfe has found this allegation to be substantiated based on the following evidence:

5 CSR 25-500.192(5)(A). which states: "In case of accident or injury to a child, the provider shall notify the parent(s) immediately. If the child requires emergency medical care, the provider shall follow the parent's(s') written instructions."

AND

5 CSR 25-500.192(5)(B). which states: "Information regarding the date and circumstance of any accident or injury shall be noted in the child's record."

On February, 10, 2022, CI Fyfe interviewed assistant director Jessica Sims regarding the reported concerns. Ms. Sims is aware of the 2021 incident that was referred to in the report. Ms. Sims stated that the incident occurred around the same time that lunch was served at the facility, which would have been at approximately 11:30 AM. At approximately 2:30 PM that same day, Parent A picked up Child A from the facility. Ms. Sims stated that Parent A was not notified that of the accident occurred until after Parent A and Child A left the facility. Ms. Sims informed CI Fyfe that an accident report was completed, but that the facility did not know where the completed form was. The accident report was not present in Child A's record.

On February 15, 2022, CI Fyfe interviewed Parent A regarding the report. Parent A stated that they were told by the facility's director, Laura Millkamp, that the accident report was misplaced and could not be found. Parent A stated that they were not immediately told about the accident after it had happened.

**CORRECTIVE MEASURES**

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The facility shall conduct a staff meeting to review the center's policies and all licensing rules and regulations regarding accidents and injuries. The facility shall also conduct a staff meeting to review the center's policies and all licensing rules and regulations regarding communication with parent(s) following an accident or injury. The facility must provide the Child Care Compliance Section with a statement, signed by all staff (paid employees or unpaid volunteers), to indicate they understand and agree to follow those rules and regulations.

**COMPLETED (Y/N)**

Yes

**COMPLETED DATE**

3/3/2022

**DISPOSITION**

SUBSTANTIATED

**DISPOSITION DATE**

3/1/2022

**APPROVING SUPERVISOR**

CHRISCO, MARLA L