



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

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

DATE OF REPORT

4/6/2021

DVN

000181020

FACILITY NAME

LEMAY CHILD AND FAMILY CENTER

FACILITY ADDRESS

9828 S BROADWAY

CITY

ST LOUIS

ZIP CODE

63125-2749

PHONE NUMBER

(314) 544-3338

COUNTY

ST LOUIS

ASSIGNED SPECIALIST

WILMESHER, LAURA

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

19 CSR 30-62.222 (1)

The child care provider shall maintain accurate records to meet administrative requirements and to ensure knowledge of the individual needs of children and their families.

CONCLUSION SUMMARY

Child Care Facility Specialist (CCFS) Laura Wilmesher conducted an investigation regarding the allegation that director, Dee Stephenson, entered CPR training in March 2020, for caregiver Jill Vincent in the Open Initiative training records, although Ms. Jill had not completed the training. After conducting the investigation, CCFS Wilmesher finds this allegation is substantiated. This conclusion is based on the following evidence of licensing rule violations which occurred at the facility:

19 CSR 30-62.222 (1) which states: "The child care provider shall maintain accurate records to meet administrative requirements and to ensure knowledge of the individual needs of children and their families."

On April 6, 2021, CCFS Wilmesher received an email from caregiver Jill Vincent who stated she had not completed the March 2020 CPR/First Aid training, however, her training record on Open Initiative showed she had been credited for the training by director, Dee Stephenson.

On April 7, 2021, CCFS Wilmesher accessed the Open Initiative training records for Lemay Child and Family Center and observed Ms. Jill was credited with 4.00 clock hours for Adult Pediatric CPR/First Aid/AED on March 21, 2020. The trainer was listed as Dee Stephenson.

On April 9, 2021, CCFS Wilmesher conducted an interview with Executive Director, Denise Wiese and director, Dee Stephenson. Ms. Denise stated Ms. Jill came to her a few weeks ago and said she looked at her MOPD ID and that it said she took CPR last March [2020], and that she doesn't remember taking it. Ms. Denise talked to Ms. Dee, and Ms. Dee looked into Ms. Jill's records. Ms. Denise stated that Ms. Dee hasn't found any sign-in sheets saying Ms. Jill took the CPR training, so it was a clerical error. Ms. Denise stated Ms. Dee said she was working with Open Initiative to correct the matter.

Ms. Dee stated she has sign-in sheets going all the way back from 2010, for all of the CPR trainings, but she doesn't have the sign in sheets for the March 2020 trainings. Ms. Dee stated that Ms. Jill probably didn't take the CPR training, and it was her [Ms. Dee's] error if Ms. Jill ended up getting credited for it. Ms. Dee also stated she had not yet contacted Open Initiative to request the CPR training credit to be removed from Ms. Jill's record because she was still looking for the misplaced sign-in sheet.

CCFS Wilmesher advised that since Ms. Jill stated she had not completed the CPR training record, Ms. Dee needed to contact Open Initiative to have the training record removed.

CORRECTIVE MEASURES

CORRECTIVE MEASURE

The facility shall contact Open Initiative to have the training record for Jill Vincent corrected by removing the CPR/First Aid training from March 21, 2020.

COMPLETED (Y/N)

Yes

COMPLETED DATE

4/14/2021

DISPOSITION

SUBSTANTIATED

DISPOSITION DATE

5/28/2021

APPROVING SUPERVISOR

CLARK, ANGELA