



**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
OFFICE OF CHILDHOOD - CHILD CARE COMPLIANCE  
COMPLAINT INVESTIGATION OF  
SUBSTANTIATED STATUTE OR RULE VIOLATIONS**

**DATE OF REPORT**  
8/15/2019

**DVN**  
001839210

**FACILITY NAME**

CIRCLE OF FRIENDS LEARNING CENTER LLC

**FACILITY ADDRESS**

2 CORPORATE DR

**CITY**

DEXTER

**ZIP CODE**

63841

**PHONE NUMBER**

(573) 624-0706

**COUNTY**

STODDARD

**ASSIGNED SPECIALIST**

GRAHAM, JESSICA

**RULE/STATUTE VIOLATION(S)**

**VIOLATION(S)**

19 CSR 30-62.192 (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) written instructions.

19 CSR 30-62.192 (5)(B)

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

**CONCLUSION SUMMARY**

19 CSR 30-62.192(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) written instructions.

19 CSR 30-62.192(5)(B)

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

The above rules were violated by the following statements.

- Liz Graves stated that she did not look over Child B when he told her that he had been bit.
- Liz stated that she did not document the conversation with Child B or Child A about biting .
- Tally Ward stated that there had been incidents with Child B exposing himself to other children previously , but those incidents were not documented.
- Tally stated that when Child B told her and Lisa Collins that he had been bit , neither of them looked him over for any marks.
- Mother of Child B stated that no staff had said anything to her about Child B being bit .

**CORRECTIVE MEASURES**

**CORRECTIVE MEASURE**

All staff, including volunteers, shall complete an online rule training provided by the Section for Child Care Regulation. A certificate of completion must be provided for each staff member and volunteer .

**COMPLETED (Y/N)**

Yes

**COMPLETED DATE**

10/31/2019

**CORRECTIVE MEASURE**

All staff, including volunteers, shall review the licensing rules and regulations regarding Accidents and Injuries. All staff, including volunteers, shall sign a statement to indicate they understand and agree to follow those rules and regulations. A copy of the signed statements shall be provided to the Section for Child Care Regulation.

**COMPLETED (Y/N)**

Yes

**COMPLETED DATE**

10/31/2019

**DISPOSITION**

SUBSTANTIATED

**DISPOSITION DATE**

10/15/2019

**APPROVING SUPERVISOR**

SMITH, MELISSA JILL