



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

COMPLAINT INVESTIGATION OF  
SUBSTANTIATED STATUTE OR RULE VIOLATIONS

DATE OF REPORT  
3/4/2019

DVN  
002196707

**FACILITY NAME**

RANDOLPH AREA YOUNG MEN'S CHRISTIAN ASSOCIATION

**FACILITY ADDRESS**

1000 KWIX RD

**CITY**

MOBERLY

**ZIP CODE**

65270

**PHONE NUMBER**

(660) 263-3600

**COUNTY**

RANDOLPH

**ASSIGNED SPECIALIST**

DONOHO, ELLEN

**RULE/STATUTE VIOLATION(S)**

**VIOLATION(S)**

19 CSR 30-62.182 (1)(A)(2)

A caregiver personally shall admit each child upon arrival and personally shall dismiss each child upon departure . Children shall be dismissed only to the parent(s), guardian, legal custodian or to individuals approved by the parent(s), guardian or legal custodian.

**CONCLUSION SUMMARY**

SCCR has determined that Randolph Area YMCA was in violation of the above rules based on the statements made by Jamie Shirk, CEO, staff member Courtney Kinder, and Director Tabi Arbatowicz, that an incident occurred in the past month in which a child was released to their sibling who was not listed as approved to pick the child up on the enrollment form.

**VIOLATION(S)**

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**

SCCR has determined that the Randolph Area Young Men's Christian Association was in violation of the above rules based on the statements made by Director, Tabi Arbatowicz and staff member Courtney Kinder, that an incident did occur between Child A and Child B which left a red mark on the hand of Child A and that there was no incident or accident report made at the facility to document the injury.

**VIOLATION(S)**

19 CSR 30-62.132 (1)

The provider shall establish, implement and maintain written policies pertaining to the program goals, admission, safe sleep practices for children less than one (1) year of age, care and discharge of children and shall provide a copy to the parent(s) at the time of enrollment.

19 CSR 30-62.132 (8)(E)(8)(A)

They have received a copy of the provider's policies pertaining to the admission, care and discharge of children.

19 CSR 30-62.132 (8)(E)(8)(C)

They and the provider have agreed on a plan for continuing communication regarding the child's development, behavior and individual needs.

**CONCLUSION SUMMARY**

SCCR has determined that Randolph Area YMCA has violated the above licensing rule based on statements from Director Tabi Arbatowicz, Jamie Shirk, CEO, and staff member Courtney Kinder who report never observing or using a specific policy or guideline for discipline at the facility, and having never seen the policy book which was approved by SCCR on February 3, 2010, with the discipline guidelines to be used by staff. There was no written documentation of any incidents regarding Child B's behaviors at the center yet Tabi Arbatowicz and Courtney Kinder both stated that Child B is aggressive and has been aggressive on more than one occasion. Further, Parent B reports that she informed the director that Child B had behavioral issues when enrolling him in the program, yet she was never given any documentation or plan for how staff were dealing with Child B's behavior's while he attended the program.

**CORRECTIVE MEASURES**

<b>CORRECTIVE MEASURE</b>	<b>COMPLETED (Y/N)</b>	<b>COMPLETED DATE</b>
All staff who are employed by the YMCA Before and After School Program shall complete the Licensing Rule Training online at <a href="http://www.health.mo.gov/safety/childcare">www.health.mo.gov/safety/childcare</a> . All certificates from this training shall be submitted to SCCR upon completion.	Yes	5/2/2019

<b>CORRECTIVE MEASURE</b>	<b>COMPLETED (Y/N)</b>	<b>COMPLETED DATE</b>
Tabi Arbatowicz, Director of the Randolph Area YMCA Before and After School Program will conduct a staff meeting with all personnel employed at the facility and review the policy that was submitted to SCCR on 2/3/2010. An agenda and a sign in sheet from this meeting will be submitted to SCCR for review.	Yes	5/2/2019

<b>CORRECTIVE MEASURE</b>	<b>COMPLETED (Y/N)</b>	<b>COMPLETED DATE</b>
The Randolph Area YMCA shall conduct a staff meeting with all staff employed at the facility and discuss the procedure for documenting any incident or accident that occurs at the facility. The sign in sheet and agenda for this staff meeting shall be submitted to SCCR for review.	Yes	5/2/2019

<b>CORRECTIVE MEASURE</b>	<b>COMPLETED (Y/N)</b>	<b>COMPLETED DATE</b>
Tabi Arbatowicz, Director of the Randolph Area YMCA will conduct a staff meeting with all personnel at the facility regarding the correct procedure for signing children in and out of the before and after school program, including the requirement that all persons picking children up must be listed on the enrollment form as approved for pick-up. An agenda and a sign in sheet from this meeting will be submitted to SCCR for review.	Yes	5/2/2019

**DISPOSITION**

SUBSTANTIATED

**DISPOSITION DATE**

3/20/2019

**APPROVING SUPERVISOR**

BRUCE, CHRISTINA