

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM		ISSUED	REVISED	CHAPTER	SECTION
	Sponsoring Organizations of Homes POLICY & PROCEDURE MANUAL		7/17/95	6/12	5	5.21
CHAPTER Chapter 5. Requirements of Management			SUBJECT Hiring of Home Providers			

A sponsoring organization may employ a family child care home provider as a contracted staff member. In order to contract a family child care home provider, the following criteria must be met:

- The sponsoring organization must have a current sponsoring organization agreement between the sponsor and the contracting family child care home provider. The sponsoring organization may not contract with a family child care home provider who has entered into a sponsoring agreement with another sponsor or who is employed by a different sponsoring organization.
- The contracted family child care home provider's activity must be limited to training. Family child care home providers who participate in the CACFP may not perform monitoring or recruiting responsibilities for any sponsoring organization.
- The sponsoring organization must have specific prior written approval from MDHSS-CFNA to hire a home provider. A copy of the contract must be submitted with the request for approval.
- The sponsoring organization must include in the current management plan the use of the provider as a contractor. A revised plan may be submitted if necessary. This plan should include a description of how the sponsor will ensure the contractor's objectivity in the training of other providers and how the sponsor will verify that the contracted provider maintains program standards.
- The sponsoring organization must verify and assure that the contracted provider meets licensing requirements.
- The sponsoring organization must notify the appropriate licensing representatives about contractual arrangements with the provider.