

**Title 19—DEPARTMENT OF  
HEALTH AND SENIOR SERVICES  
Division 30—Division of Regulation and Licensure  
Chapter 62—Licensing Rules for Group Child Care Homes and Child  
Care Centers**

**PROPOSED AMENDMENT**

**19 CSR 30-62.052 [License Renewal] Annual Requirements.** The department is amending the rule title, deleting sections (1) through (5), and adding new sections (1) and (2).

*PURPOSE: The amendment removes the license renewal process to comply with section 210.221.1, RSMo 2020 and adds annual requirements for group child care homes and child care centers.*

*[(1) An application for license renewal shall be filed at least sixty (60) days prior to expiration of the license. In addition, the following information is required:*

*(A) Evidence of compliance with a fire and safety inspection as conducted by the State Fire Marshal or his/her designee;*

*(B) Evidence of compliance with local or state, or both, sanitation requirements;*

*(C) Evidence of compliance with local building and zoning requirements, if applicable;*

*(D) Documentation as required by the Missouri Secretary of State and state law to verify the legal entity is in good standing if a group child care home or child care center is owned by a legal entity;*

*(E) Medical examination reports on file at the facility as required by 19 CSR 30-62.122 Medical Examination Reports;*

*(F) A health report on file at the facility for each school-age child in care as required by 19 CSR 30-62.122 Medical Examination Reports;*

*(G) Enrollment information on file at the facility for each child in care as required by 19 CSR 30-62.132 Admission Policies and Procedures;*

*(H) Identifying information on file at the facility regarding children who are related to the center owner(s) or group day care home provider as required by 19 CSR 30-62.132 Admission Policies and Procedures;]*

*(I) A current list of available equipment;*

*(J) Current staff sheet; and*

*(K) Materials and information which have changed since the previous licensing period.]*

**(1) The provider shall submit the following to the department on an annual basis, at least thirty (30) calendar days prior to the anniversary date as printed on the license.**

**(A) An *Annual Declaration for Licensed Facility* form, promulgated as of 2020 and incorporated by reference in this rule. As published by the Missouri Department of Health and Senior Services, PO Box 570, Jefferson City, MO 65102-0570 and available by the department at <https://health.mo.gov/safety/childcare/forms.php> indicating the licensee's intent to continue operating a licensed group child care home or child care center and agreement to comply with all statutes and department licensing rules;**

**(B) Evidence of compliance with local building and zoning requirements, if applicable;**

**(C) A current list of available equipment; and**

**(D) A current staff sheet.**

*[(2) The child care provider shall conduct a Family Care Safety Registry check for all child care staff members no more than sixty (60) days prior to the expiration of the license.]*

**(2) The provider shall have the following on file and available for review:**

**(A) Evidence of compliance with a fire and safety inspection as conducted by the State Fire Marshal or his/her designee;**

**(B) Evidence of compliance with local, state, or both, sanitation requirements;**

**(C) The child care provider shall conduct a Family Care Safety Registry check for all child care staff members within thirty (30) days prior to the anniversary date as printed on the license; and**

**(D) Documentation as required by the Missouri Secretary of State and state law to verify the legal entity is in good standing, if a group child care home or child care center is owned by a legal entity.**

*[(3) The facility owner(s), board president, or chairperson, and the center director or group day care home provider, shall have qualifying background screening results on file as required by 19 CSR 30-63.020 General Requirements, prior to renewal of the license.*

*(4) Child care staff members shall have qualifying background screening results on file as required by 19 CSR 30-63.020 General Requirements, prior to renewal of the license.*

*(5) Upon determination of the applicant's continued compliance with state statutes and licensing rules for group day care homes and day care centers, an official license shall be granted for up to two (2) years.]*

*AUTHORITY: sections 210.221.1(3) and 210.252.5, RSMo [2016]Supp. 2020], and section 210.1080, RSMo Supp. 2018]. \*This rule previously filed as 13 CSR 40-62.031, 13 CSR 40-62.052, and 19 CSR 40-62.052. Original rule filed March 29, 1991, effective Oct. 31, 1991. Changed to 19 CSR 40-62.052, effective Dec. 9, 1993. Changed to 19 CSR 30-62.052 July 30, 1998. Amended: Filed Feb. 18, 1999, effective Sept. 30, 1999. Emergency amendment filed Feb. 15, 2019, effective Feb. 25, 2019, expired Aug. 23, 2019. Amended: Filed Feb. 15, 2019, effective Aug. 30, 2019. Emergency amendment filed Aug. 31, 2020, effective Sept. 15, 2020, expires March 13, 2021. Amended: filed Aug. 31, 2020.*

*\*Original authority: 210.221.1(3), RSMo 1949, amended 1955, 1987, 1993, 1995, 1999, 2015, 2019, 2020; 210.252, RSMo 1993, amended 1999, 2019, 2020.*

*PUBLIC COST: This proposed amendment will cost state agencies or political subdivisions less than five hundred dollars (\$500.00) in the aggregate.*

*PRIVATE COST: This proposed amendment will cost private entities forty three thousand, three hundred, thirteen dollars and forty nine cents \$43,313.49 in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this amended rule with Nancy Scherer, Department of Health and Senior Services, Section for Child Care Regulation, PO Box 570, Jefferson City, MO 65102, by faxing 573-526-5345, or via e-mail at [Nancy.Scherer@health.mo.gov](mailto:Nancy.Scherer@health.mo.gov) . To be considered, comments must be received within thirty (30) days after publication of this notice in the **Missouri Register**. No public hearing is scheduled.*