

**FISCAL NOTE  
PUBLIC COST**

- I. Department Title:** Title 19 – Department of Health and Senior Services  
**Division Title:** Division 30 – Division of Regulation and Licensure  
**Chapter Title:** Chapter 61 – Licensing Rules for Family Day Care Homes

<b>Rule Number and Name:</b>	19 CSR 30-61.055 Annual Requirements
<b>Type of Rulemaking:</b>	Emergency Amendment

**II. SUMMARY OF FISCAL IMPACT – EMERGENCY RULE PERIOD**

Estimated Cost to Complete Annual Requirements per Provider	Estimated Number of Providers Required to Complete Annual Requirements	Total Estimated Cost of Annual Requirements Across Missouri
\$11.28	368	<b>\$4,151.04</b>

**III. WORKSHEET**

<b>ESTIMATED TOTAL COST TO COMPLETE ANNUAL REQUIREMENTS</b>	
Total Cost to Complete Annual Requirements	\$11.28
Total Number of Providers Required to Complete Annual Requirements	368
<b>Total Public Cost</b>	<b>\$4,151.04</b>

Methodology: Total Cost to Complete Annual Requirements \* Total Number of Providers Required to Complete Annual Requirements = Total Public Cost

<b>ESTIMATED COST TO COMPLETE ANNUAL REQUIREMENTS FOR FACILITIES</b>				
<b>Document</b>	<b>Time Estimate (Hours)</b>	<b>Average Hourly Wage of Missouri</b>	<b>Unemployment, Social Security, Payroll Taxes, and Workers' Comp</b>	<b>Total Cost per Child Care Provider</b>
<i>Annual Declaration for a Licensed Facility form</i>	.25	\$13.05	17%	\$3.81
Current list of available equipment	.16	\$13.05	17%	\$2.44
Listing of household members and assistant(s)	.08	\$13.05	17%	\$1.22
Family Care Safety Registry screening results for all child care staff members	.25	\$13.05	17%	\$3.81
<b>TOTALS</b>	.74			\$11.28

Methodology: (Average Hourly Wage \* Time Estimate) \* Employer Expenses = Total Cost per Child Care Provider

#### IV. ASSUMPTIONS

1. Current licensing rules require providers to prepare and submit a current list of available equipment, listing of household members and assistant(s), and Family Care Safety Registry screening results for all child care staff members at renewal. Therefore, the department assumes that this is actually not an additional cost for 172 providers whose licenses were schedule to expire in this six month time period that this emergency rule will be in effect. For 196 providers who were not scheduled to renew during this six month timeframe but whose license anniversary falls during this time, there is an additional cost to prepare and submit a current list of available equipment, listing of household members and assistant(s), and Family Care Safety Registry screening results for all child care staff members. Because the Annual Declaration for Licensed Facility form is a new requirement, this is an additional cost for all 368 providers. For the sake of simplicity and transparency, the overall cost for this rule was calculated using all 368 providers who will submit documentation during the emergency period.

2. The average wage comes from the 2018 average wage for Child Care Workers in Missouri available from the Missouri Department of Economic Development (\$11.29) plus estimated inflation. No additions were made to this number for items such as 401k contributions or other fringe benefits because those are not an industry standard for child care workers.

3. Time estimates for the documents that must be completed to meet the annual requirements are estimated by the Department of Health and Senior Services for the estimated average amount of time necessary to review, compile and/or update, and submit the necessary documents.

The time estimates seen here are based on the following assumptions:

<i>Annual Declaration for a Licensed Facility form</i>	0.25 hours (15 minutes) was allotted for this based on the fact that this is a one-page fillable form requesting identifying information. The provider is required to review, sign, date, and return the form to the department.
Current list of available equipment	.16 hours (10 minutes) was allotted for this because an equipment list is required for initial licensure. Child care providers should routinely update this list and keep it current for insurance and departmental purposes. The department currently requires a list of available equipment at renewal (once every two years).
Listing of household members and assistant(s)	.08 hours (5 minutes) was allotted for this because a listing of household member and assistant(s) is required for initial licensure. Child care providers are currently required to notify the department of any changes in household members and assistant(s). The department currently requires a list of household members and assistant(s) at renewal (once every two years).

Family Care Safety Registry screening results for all child care staff members	.25 hours (15 minutes) was allotted for this based on discussions with Family Care Safety Registry (FCSR) staff about how long it typically takes for a family child care provider when they call to request background screenings.
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4. The time estimates only include one staff member because typically only one staff person (e.g. owner, provider, board chairperson, LLC member or designee) completes documentation that is submitted to the department.