

**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 62 – Licensing Rules for Group Child Care Homes and Day Care Centers

Rule Number and Name:	19 CSR 30-62.052 Annual Requirements
Type of Rulemaking:	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
\$22.11	868	\$19,191.48

III. WORKSHEET

ESTIMATED TOTAL COST TO COMPLETE ANNUAL REQUIREMENTS	
Total Cost to Complete Annual Requirements	\$22.11
Total Number of Providers Required to Complete Annual Requirements	868
Total Public Cost	\$19,191.48

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

ESTIMATED COST TO COMPLETE ANNUAL REQUIREMENTS FOR FACILITIES				
Document	Time Estimate (Hours)	Average Hourly Wage of Missouri	Unemployment, Social Security, Payroll Taxes, and Workers' Comp	Total Cost per Child Care Provider
<i>Annual Declaration for a Licensed Facility form</i>	.25	\$13.05	17%	\$3.80
Current list of available equipment	.75	\$13.05	17%	\$11.45
Current staff sheet	.15	\$13.05	17%	\$2.29
Family Care Safety Registry screening results for all child care staff members	.30	\$13.05	17%	\$4.57
TOTALS	1.45			\$22.11

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 not an additional cost for 429 providers whose licenses were scheduled to expire in this six month time period that this emergency rule will be in effect. For 439 providers who were not scheduled to renew during this six month timeframe, 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 868 providers. For the sake of simplicity and transparency, the overall cost for this rule was calculated using all 868 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 minimum 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	.75 hours (45 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).
Current staff sheet	.15 hours (15 minutes) was allotted for this because a staff sheet is required for initial licensure. The department assumes that child care providers will update this staff sheet periodically as staff change. The department currently requires a staff sheet at renewal (once every two years).
Family Care Safety Registry screening results for all child care	.30 hours (30 minutes) was allotted for this based on discussions with Family Care

staff members	Safety Registry (FCSR) staff about how long it typically takes for a group home or center child care provider to submit an online background screening request.
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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.