

Missouri Registered Child Care Monitoring Unit
License-Exempt Checklist Report

Health and Safety Checklist for LEX Child Care Providers (Build 25)

No.: 00080
Date: 09/11/2020

GENERAL INFORMATION

Region	5
CCPRU Assigned to Provider	ELIZABETH
Date of Referral from CCPRU	8/25/2020
Child Care Facility Name	ST JOHN LUTHERAN CHURCH HAND IN HAND PRE
Missouri DVN	002004262
County	PHELPS
Child Care Facility Physical Address	221 W JAMES BLVD
City	ST JAMES
State	MO
Zip Code	65559
Mailing Address Different from Physical address	<input type="checkbox"/>
Child Care Facility Type	RIC
DHSS Exemption Verified	
Religious in Compliance Fire Safety and Health	7/27/20
Sanitation Inspection Verified	
School Fire Safety and Health Sanitation Inspection Verified	
Child Care Facility Phone Number	573-265-4673
Child Care Facility Email	HANDINHANDPRESCHOOL221@GMAIL.COM
Child Care Facility Director	Anna
Child Care Facility Director Email	
Type of Monitoring	RENEW
Names of Staff (Other than Provider)	

ADDITIONAL INFORMATION

Hours of Operation	6:30a to 5:30p
Number of Children Enrolled	5
Age Range of Children in Care	1yr to 5yrs
Monitoring Completed By	Specialist # 3

No.: 00080

Date: 09/11/2020

Verification of Address



09/10/2020

Upload Provider Staff Listing File

[illegible]

Local Ordinance Municipality

ST. JAMES

LOCAL ORDINANCES, CODES, AND REGULATIONS

The child care facility applicant or registered child care facility must cooperate and allow for an unannounced on-site inspection by the division or designee at initial application and annually thereafter. The on-site inspections shall ensure that the child care applicant's and registered child care provider's facility is in compliance with the following health, safety, fire, and other requirements:



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The child care facility shall meet local ordinances, codes, and regulations, particularly with regard to fire safety and smoke or carbon monoxide detectors.

Compliance ☒ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) _____

Verified via fire inspection on 7/27/20

If there are no local ordinances or regulations regarding smoke and carbon monoxide detectors that apply to the child care provider facility, the child care provider applicant shall:

Install and maintain operable smoke and carbon monoxide detectors in accordance with the manufacturer's instructions.

Compliance ☒ Not Applicable

Reason Item Not Applicable _____

Verified via fire inspection on 7/27/20

Technical Assistance Provided (If Any) _____

Install and maintain all detectors on the ceiling or wall at a point centrally located in a corridor or other area giving access to rooms used for providing child care services unless the manufacturer's instructions provide otherwise.

Compliance ☒ Not Applicable

Reason Item Not Applicable _____

Verified via fire inspection on 7/27/20

Technical Assistance Provided (If Any) _____

Ensure that when activated, the detectors shall provide an alarm in the structure or room.

Compliance ☒ Not Applicable

Reason Item Not Applicable _____

Verified via fire inspection on 7/27/20

Technical Assistance Provided (If Any) _____

RATIOS - AGES THREE (3) THROUGH FOUR (4)

Classrooms ☒ Classroom 1

Number of Children ☒ 3

Number of Staff ☒ 1

Compliance ☒ In Compliance

PHYSICAL SPACE

It must be clean, free of insects and vermin.

Compliance ☒ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) _____

Verified



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It must have a constant temperature not less than sixty-five (65) degrees Fahrenheit and not higher than eighty-five (85) degrees Fahrenheit.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified central heating and cooling unit

It must have potable, running water, at least one (1) flushable toilet and one (1) sink for hand washing accessible to children.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

Hygiene items such as toilet paper, soap, hand drying towels (paper or cloth) must be accessible to children.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

The food preparation area must be clean and equipped to prepare snacks and meals.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

It must have inside space for play and napping.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

Hazardous materials must be inaccessible to children.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

Smoking in the facility prohibited while children are present.



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Compliance Not Applicable

Reason Item Not Applicable

Smoking is prohibited on site

Technical Assistance Provided (If Any)

Weapons and ammunition stored in locked cabinets inaccessible to children.

Compliance Not Applicable

Reason Item Not Applicable

Weapons are prohibited on site

Technical Assistance Provided (If Any)

Smoke detectors and fire extinguisher present.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)

Verified

OUTDOOR PLAY AREA

Outdoor play area must be an area safe, maintained, and have no hazards.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)

Verified

The outdoor area must either be continuously fenced to ensure that the children cannot leave and others cannot enter the premises without supervision; or, if not fenced, child care provider must have a Division approved, supervision plan for when children are in outdoor play area.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)

Verified

Pools and open water areas are not accessible to children without adult supervision.

Compliance Not Applicable

Reason Item Not Applicable

Verified no pools or open water areas on site

Technical Assistance Provided (If Any)

Play equipment is well-constructed and free from hazards.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)

Verified



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EMERGENCY PREPAREDNESS AND RESPONSE PLAN

Emergency preparedness and response plan completed and posted.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)
Verified

Emergency phone numbers are readily available.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)
Verified

ANIMALS

Animals must be non-threatening to children.

Compliance Not Applicable

Reason Item Not Applicable
Verified no animals on site

Technical Assistance Provided (If Any)

None of the animals may have a history of attacking or injuring human beings or other animals.

Compliance Not Applicable

Reason Item Not Applicable
Verified no animals on site

Technical Assistance Provided (If Any)

The animals must be disease free and have all required vaccinations according to state and local law.

Compliance Not Applicable

Reason Item Not Applicable
Verified no animals on site

Technical Assistance Provided (If Any)

Indoor and outdoor areas used by children are free of animal excrement.

Compliance In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)
Verified

Litter boxes are not located in food preparation or serving area and inaccessible to children.

Compliance Not Applicable

Reason Item Not Applicable
Verified no litter boxes on site



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Technical Assistance Provided (If Any)

ILLEGAL SUBSTANCES AND CRIMINAL ACTIVITY

The child care provider applicant's facility must be free of illegal substances and criminal activity

Compliance

In Compliance

Upload Photo Verification

☐

Technical Assistance Provided (If Any)

Verified

RISK ASSESSMENT FOR TUBERCULOSIS (TB)

The child care provider applicant and staff shall submit a "Risk Assessment for Tuberculosis" form OR TB Test completed, signed and dated by a medical professional no more than twelve (12) months prior to initial registration or within twelve (12) months of hire date.

Compliance

Not Applicable

Reason Item Not Applicable

Verified by DHSS-SCCR as a part of their inspection.

Technical Assistance Provided (If Any)

If a child care provider applicant or staff has active, contagious tuberculosis the child care provider applicant or staff must have on file documentation showing that a medical professional has certified that the child care provider applicant or staff is non-infectious before the child care provider may become registered.

Compliance

Not Applicable

Reason Item Not Applicable

Verified by DHSS-SCCR as a part of their inspection.

Technical Assistance Provided (If Any)

REQUIRED TRAINING

The child care provider applicant and staff shall register with Opportunities in a Professional Education Network (OPEN) and secure a Missouri Professional Development Identifier (MOPD ID) to track and successfully complete all required trainings as approved by the Division.

*To be assessed at initial monitoring visit.

Compliance

In Compliance

Upload Photo Verification

☐

Technical Assistance Provided (If Any)

Verified



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The child care provider applicant and staff shall successfully complete Health and Safety training in all of the following topics:

1. Pediatric First Aid and Cardiopulmonary Resuscitation (CPR)
2. Prevention of Sudden Infant Death Syndrome and Safe Sleeping
3. Prevention of Shaken Baby Syndrome and Abusive Head Trauma
4. Emergency Disaster and Response
5. Mandatory Child Abuse and Neglect (CA/N) Reporting
6. Prevention and Control of Infectious Diseases, including Immunizations
7. Administration of Medication, Consistent with Standards for Parental Consent
8. Prevention and Response to Food Allergy Emergencies
9. Building and Physical Premises Safety, including Identification of and Protection from Hazards that can Cause Bodily Injury
10. Handling and Storage of Hazardous Materials and the Appropriate Disposal of Bio-contaminants
11. Transportation of Children

Compliance ☐ In Compliance
 Upload Photo Verification ☐
 Technical Assistance Provided (If Any) ☐
 Verified in open

Requirement (for renewing providers only)

Following the first year of training, the child care provider shall successfully complete six (6) clock hours of training prior to the expiration date of their registration annually thereafter. Training is available through the Missouri Workshop Calendar.

Public School exception: License-exempt public school providers may use Professional Development trainings required by their school as the six (6) clock hours of annual required training. Staff members who do not participate in Professional Development must take six (6) hours of training through the Workshop Calendar.

*To be assessed at annual monitoring visit.

Compliance ☐ In Compliance
 Upload Photo Verification ☐
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 Verified

RECORDKEEPING



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The child care provider shall maintain an accurate register of all children who receive care from the provider. At a minimum, the register shall contain the following information for each child served under the contract with the department.

1. The child's full name and date of birth
2. The name, address, email address, phone number and other necessary contact information of each person legally responsible for each child
3. Allergies to food, medications, insects or other materials
4. Daily medications, including dosage, time of administering, and route for administering
5. Listing of persons authorized to pick-up and drop-off child as approved by person legally responsible for the child
6. For infants, feeding times and amount of breast milk or formula per feeding.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

The child care provider shall maintain a time and attendance register of all children who receive care from the provider. At a minimum, the time and attendance register shall contain the following information for each child served under a subsidized child care contract with the department:

1. The actual dates and times that a child received subsidized child care services showing for each day of service the date that the child arrived and the time that the child was picked up.
2. The name of the person who dropped off the child and the name of the person who picked up the child.
3. The child care provider shall record the required information at the time the transaction took place.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any) ☐

Verified

SUMMARY

Time Monitoring Began 01:14 PM

Time Monitoring Ended 01:35 PM

I certify that the License Exempt Facility has been reviewed and find that the facility is

In full compliance with Health and Safety Requirement ☒

Not in full compliance with Health and Safety Requirements. A follow-up on-site monitoring will be ☐

completed within 14 business days from today's date to reevaluate compliance with the areas noted as not in compliance.

Signature Monitoring Specialist

Date 09/10/2020

On



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a follow-up on-site monitoring was completed on the
License Exempt Facility. I certify that the facility is

Signature Monitoring Specialist

Date

Provider Signature

A handwritten signature in black ink, appearing to read "Shawn Fields".

Date

09/10/2020