



# Missouri Registered Child Care Monitoring Unit License-Exempt Checklist Report

No.: 00078

Date: 12/22/2020

Health and Safety Checklist for LEX Child Care Providers (Build 26)

## GENERAL INFORMATION

Region	3
CCPRU Assigned to Provider	DEBORAH
Date of Referral from CCPRU	12/16/2020
Child Care Facility Name	IXL ACADEMY PRESCHOOL AND AFTER SCHOOL P
Missouri DVN	002360403
County	FRANKLIN
Child Care Facility Physical Address	444 BEEMAN ST
City	SULLIVAN
State	MO
Zip Code	63080
Mailing Address Different from Physical address	<input type="checkbox"/>
Child Care Facility Type	RIC
DHSS Exemption Verified	7/11/2012
Religious in Compliance Fire Safety and Health	3/17/2020
Sanitation Inspection Verified	
School Fire Safety and Health Sanitation Inspection Verified	
Child Care Facility Phone Number	573-468-8044
Child Care Facility Email	HANNAH@TBCSIULLIVAN.COM
Child Care Facility Director	Hannah Huitt
Child Care Facility Director Email	
Type of Monitoring	RENEW
Names of Staff (Other than Provider)	
YES	

## ADDITIONAL INFORMATION

Hours of Operation	M-F 6:30a.m-5:30p.m.
Number of Children Enrolled	40
Age Range of Children in Care	2-14
Monitoring Completed By	Specialist # 11



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## Verification of Address



Date of On-Site Monitoring

12/22/2020

Date of Follow-Up to Initial or Annual Monitoring

Upload Provider Staff Listing File

MISSOURI DEPARTMENT OF SOCIAL SERVICES  
CHILDREN'S DIVISION - EARLY CHILDHOOD SECTION  
CHILD CARE PROVIDER RELATIONS UNIT

**CHILD CARE PROVIDER STAFF LISTING**

All staff/volunteers must have on file a Tuberculosis (TB) Risk Assessment form completed, signed and dated by a medical professional no more than twelve (12) months prior to hire.

All staff/volunteers responsible for the direct supervision of children must complete any training on specific Health and Safety topics and any training required by the Division.

**INSTRUCTIONS:** Print the name of the child care provider/facility, DVN, and list the full name for all staff/volunteers as well as their MOPO ID. For each staff/volunteer listed indicate (1) if they have a Tuberculosis Risk Assessment on file by circling YES or NO, and (2) if they have completed required training by circling YES, NO, or N/A for "Not Applicable." If the staff member/volunteer is not required to complete training because they are not responsible for direct supervision of children. Make copies and attach additional sheets if necessary.

CHILD CARE PROVIDER/FACILITY NAME: DL Academy Preschool and After School Program  
DEPARTMENTAL VENDOR NUMBER (DVN): 002360403

FULL NAME OF ALL STAFF/VOLUNTEERS (Print)	MOPO ID	TB Risk Assessment on File (check YES or NO)	Required Training Completed (check YES, NO, or N/A)
Holly Alexander	142461	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Alicia Bishop	125201	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Beau Hill	145891	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Hannah Hutt	871340	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Abbey New	138397	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Jessica Schoenhoff	111735	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Rebecca Turner	907887	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Gary Clinard	143824	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Victoria Wall	916676	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Linda Webb	111754	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Evette Eickelmann	138031	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Donna Clinard	volunteer	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>

Mail, fax, or email the completed form to:  
Children's Division - Child Care Provider Relations Unit  
PO Box 68  
Jefferson City, MO 65103-0068  
Fax: (573)26-9646  
CD.AACPRU@das.mo.gov

CD-25B (REV 9/20)

Local Ordinance Municipality

SULLIVAN

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

Classrooms

Classroom 1

Number of Children

10

Number of Staff

2



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## Health and Safety Checklist for LEX Child Care Providers (Build 26)

Compliance	In Compliance
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Classrooms	Classroom 2
Number of Children	8
Number of Staff	2
Compliance	In Compliance

## RATIOS - AGES FIVE (5) AND UP

Classrooms	Classroom 1
Number of Children	12
Number of Staff	2
Compliance	In Compliance

Classrooms	Classroom 2
Number of Children	10
Number of Staff	2
Compliance	In Compliance

## 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:

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	<input type="checkbox"/>
Technical Assistance Provided (If Any)	
Verified via annual fire inspection.	

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	In Compliance
Upload Photo Verification	<input type="checkbox"/>
Technical Assistance Provided (If Any)	
Verified via annual fire inspection.	

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.



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## Health and Safety Checklist for LEX Child Care Providers (Build 26)

Compliance In Compliance  
Upload Photo Verification ☐  
Technical Assistance Provided (If Any)  
Verified via annual fire inspection.

Ensure that when activated, the detectors shall provide an alarm in the structure or room.  
Compliance In Compliance  
Upload Photo Verification ☐  
Technical Assistance Provided (If Any)  
Verified via annual fire inspection.

## PHYSICAL SPACE

It must be clean, free of insects and vermin.  
Compliance In Compliance  
Upload Photo Verification ☐  
Technical Assistance Provided (If Any)  
Verified

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)  
Provider has central air and heat.

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 ☐



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## Health and Safety Checklist for LEX Child Care Providers (Build 26)

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.

Compliance

In Compliance

Upload Photo Verification

☐

Technical Assistance Provided (If Any)

Verified

Weapons and ammunition stored in locked cabinets inaccessible to children.

Compliance

Not Applicable

Reason Item Not Applicable

No weapons or ammunition on the property.

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



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## Health and Safety Checklist for LEX Child Care Providers (Build 26)

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 \_\_\_\_\_

No pools or open water areas on the property.

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

## 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 \_\_\_\_\_

Provider does not own animals.

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



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## Health and Safety Checklist for LEX Child Care Providers (Build 26)

Reason Item Not Applicable

Provider does not own animals.

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

Provider does not own animals.

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

Provider does not own animals.

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

Compliance verified by DHSS-SCCR during 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.



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Compliance Not Applicable  
Reason Item Not Applicable  
Compliance verified by DHSS-SCCR during 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

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)  
Training verified in OPEN and via Staff Listing.

### 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.





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Compliance	In Compliance
Upload Photo Verification	<input type="checkbox"/>
Technical Assistance Provided (If Any)	
Training verified in OPEN and via Staff Listing.	

## RECORDKEEPING

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	<input type="checkbox"/>
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	<input type="checkbox"/>
Technical Assistance Provided (If Any)	
Verified	

## SUMMARY

Time Monitoring Began	11:00 AM
Time Monitoring Ended	11:20 AM

I certify that the License Exempt Facility has been reviewed and find that the facility is  
In full compliance with Health and Safety Requirement ☒



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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

12/22/2020

On

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

Date

12/22/2020