



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

No.: 00073

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

Date: 12/17/2020

## GENERAL INFORMATION

Region	2
CCPRU Assigned to Provider	DEBORAH
Date of Referral from CCPRU	12/8/2020
Child Care Facility Name	KINDER KASTLE PRESCHOOL
Missouri DVN	000900181
County	CASS
Child Care Facility Physical Address	1606 CHAPEL DR
City	HARRISONVILLE
State	MO
Zip Code	64701
Mailing Address Different from Physical address	<input type="checkbox"/>
Child Care Facility Type	RIC
DHSS Exemption Verified	
Religious in Compliance Fire Safety and Health	Fire Safety Inspection: 10/13/2020.
Sanitation Inspection Verified	Sanitation Inspection: 10/13/2020
School Fire Safety and Health Sanitation Inspection Verified	
Child Care Facility Phone Number	816-884-3318
Child Care Facility Email	cindy.payne@kinderkastle.org
Child Care Facility Director	Cindy Payne
Child Care Facility Director Email	cindy.payne@kinderkastle.org
Type of Monitoring	RENEW
Names of Staff (Other than Provider)	
YES	

## ADDITIONAL INFORMATION

Hours of Operation	7:00AM-5:30PM-Monday-Friday
Number of Children Enrolled	36
Age Range of Children in Care	3Yrs.-5Yrs.
Monitoring Completed By	Specialist # 18
Verification of Address	
Date of On-Site Monitoring	12/16/2020
Date of Follow-Up to Initial or Annual Monitoring	



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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: Kinder Castle  
DEPARTMENTAL VENDOR NUMBER (DVN): 000408181

FULL NAME OF ALL STAFF/ VOLUNTEERS (Print)	MOPO ID	TB Risk Assessment on file (circle YES or NO)		Required Training Completed (circle YES, NO, or N/A)	
		YES	NO	YES	NO
Cindy Payne	858858	YES	NO	YES	N/A
Jennifer Branstine	102314	YES	NO	YES	N/A
Ann Caron	140082	YES	NO	YES	N/A
		YES	NO	YES	N/A
		YES	NO	YES	N/A
		YES	NO	YES	N/A
		YES	NO	YES	N/A
		YES	NO	YES	N/A
		YES	NO	YES	N/A

Local Ordinance Municipality

HARRISONVILLE

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

Classrooms

Classroom 1

Number of Children

20

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

☐

Technical Assistance Provided (If Any)

Verified via Fire Safety Inspection: 10/13/2020.

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 Safety Inspection: 10/13/2020.

Technical Assistance Provided (If Any)



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

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 Safety Inspection: 10/13/2020.

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 Safety Inspection: 10/13/2020.

Technical Assistance Provided (If Any)

## PHYSICAL SPACE

It must be clean, free of insects and vermin.

Compliance In Compliance

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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)

Verified provider has central heating and cooling systems.

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.



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No.: 00073

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

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

Compliance ☐ In Compliance

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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 ☐ Not Applicable

Reason Item Not Applicable

Smoking is prohibited within the facility.

Technical Assistance Provided (If Any)

Weapons and ammunition stored in locked cabinets inaccessible to children.

Compliance ☐ Not Applicable

Reason Item Not Applicable

Weapons and ammunition are prohibited within the facility.

Technical Assistance Provided (If Any)

Smoke detectors and fire extinguisher present.

Compliance ☐ In Compliance

Upload Photo Verification ☐

Technical Assistance Provided (If Any)

Verified via Fire Safety Inspection: 10/13/2020.

## 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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No.: 00073

Date: 12/17/2020

## 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  
Verified there are no pools or open water areas.

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  
No animals on site.

Technical Assistance Provided (If Any)



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No.: 00073

Date: 12/17/2020

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

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

Compliance ☐ Not Applicable

Reason Item Not Applicable

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

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

No litter boxes on site.

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 is verified by DHSS-SCCR as part of their inspection.

Technical Assistance Provided (If Any)



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

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

Compliance is verified by DHSS-SCCR as 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 through OPEN.

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 Health and Safety Training for all staff through OPEN. Verified CPR/First Aid through OPEN and on site for all staff.

Requirement (for renewing providers only)



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No.: 00073

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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 ☐

Technical Assistance Provided (If Any)

Verified through OPEN and on site all staff members have (6) hours of clock hour training.

### 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 ☐

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 provider uses ProCare computer application to maintain daily attendance logs.

### SUMMARY





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

Time Monitoring Began 12:15 PM

Time Monitoring Ended 12:24 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 12/16/2020

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 12/16/2020