

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

March 24, 2010

What's Inside: FCSR Registration Fee Increase to \$10.00.
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MEMORANDUM

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: PAULA NEESE, DIRECTOR
CHILDREN'S DIVISION
ALYSON CAMPBELL, DIRECTOR
FAMILY SUPPORT DIVISION

SUBJECT: INCREASE of FCSR REGISTRATION FEE

REFERENCE: CHILDREN'S DIVISION
FAMILY SUPPORT DIVISION

The purpose of this memorandum is to inform staff of a change in the registration fee required by the Family Care Safety Registry (FCSR) for initial registrations. Effective April 1, 2010, the FCSR Worker Registration fee will increase to \$10.00. Worker Registration forms postmarked on or after April 1, 2010, with the incorrect fee will be returned to the applicant by FCSR.

The Child Care Provider Registration Background Screening form (CD-125) has been revised to reflect the updated \$10.00 fee. Any copies of the February, 2009, registration form shall be destroyed after March 31, 2010.

The Provider Registration Renewal Background Screening Request form (CD-124) has also been revised by removing the reference to a registration fee from the form instructions, as it is only necessary to submit a registration fee to the FCSR for an original registration.

NOTE: The CD-125 and the CD-124 are to be used by child care providers and their household members 17 years of age and older to register with the FCSR when submitting an application to become a registered family home child care provider only.

Staff is instructed to immediately notify individuals, requesting a Child Care Provider Registration application, of the forthcoming fee increase.

NECESSARY ACTION:

1. Review this memorandum with all Children’s Division and Family Support Division staff.
2. All questions should be cleared through normal supervisory channels and directed to:

PDS CONTACT:

Joyce Koerner
573-526-9587
Joyce.A.Koerner@dss.mo.gov

PROGRAM MANAGER:

Alicia Jenkins
573-751-6793
Alicia.Jenkins@dss.mo.gov

CHILD CARE MANUAL REVISIONS

N/A

FRMS AND INSTRUCTIONS

[Child Care Provider Registration Background Screening](#), CD-125
[Child Care Provider Registration Renewal Background Screening Request](#), CD-124

REFERENCE DOCUMENTS and RESOURCES

N/A

RELATED STATUTE

N/A

ADMINISTRATIVE RULE

N/A

COUNCIL ON ACCREDITATION (COA) STANDARDS

N/A

CHILD AND FAMILY SERVICES REVIEW (CFSR)

N/A

PROTECTIVE FACTORS

Parental Resilience – N/A
Social Connections – N/A
Knowledge of Parenting and Child Development – N/A
Concrete Support in Times of Need – N/A
Social and Emotional Competence of Children – N/A

FACES REQUIREMENTS

N/A