

Division/County Letterhead

Mail Date

Parent Name
Parent Address,
Parent City, State, Zip Code
SCN:

Dear Child Care Parent,

This is to inform you that your child care provider's registration with the Family Support Division is closed. We sent you advance notice of this action on (Date). The provider's registration was closed because the provider is not compliant with Missouri law regarding the legal number of unrelated children in care. Missouri law, RsMO 210.211, subsection (1,) states that 'providers caring for more than four children, unrelated to the provider, must be licensed'.

The information that you and/or the child care provider supplies to us determines if your provider is eligible to receive future child care payments from the Department of Social Services, Family Support Division or Children's Division.

You may be responsible for the entire cost of your child's (children's) care with (Provider Name).

You must select another provider, one that meets state requirements, if you wish the Department of Social Services to continue making child care payments on your behalf. If you need help finding another provider, please contact your Child Care Resource and Referral Agency, (R/R Name), at (phone number).

The provider's failure to comply with Missouri law and DSS provider registration does not entitle you to an Administrative Appeal through the Department of Social Services, Division of Legal Services.

Please contact your local Family Support or Children's Division office if you have questions regarding this notice.

Sincerely,

Caseworker/SSCM/Supervisor