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**Rules of**  
**Department of Social Services**  
**Division 40—Family Support Division**  
**Chapter 59—Criminal Record Reviews**

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**Title 13—DEPARTMENT OF  
SOCIAL SERVICES**

**Division 40—Family Support Division  
Chapter 59—Criminal Record Reviews**

**13 CSR 40-59.010 Screening Procedures  
for Child Care Providers and Child Care  
Employees**

(Rescinded October 13, 1988)

*AUTHORITY: section 207.020, RSMo 1986, Chapter 536, RSMo, sections 210.830 and 210.850, RSMo 1978, and S.B. 401, 83rd General Assembly. Emergency rule filed July 15, 1985, effective July 25, 1985, expired Nov. 8, 1985. Amended: Filed July 15, 1985, effective Oct. 1, 1985. Rescinded: Filed July 7, 1988, effective Oct. 13, 1988.*

**13 CSR 40-59.020 Definitions**

(Rescinded August 30, 2018)

*AUTHORITY: sections 207.020 and 210.486, RSMo 1986. Original rule filed March 22, 1990, effective June 28, 1990. Rescinded: Filed Jan. 16, 2018, effective Aug. 30, 2018.*

**13 CSR 40-59.030 Criminal and Child  
Abuse/Neglect Central Registry Checks for  
Foster, Adoptive and Relative Care  
Providers**

(Rescinded August 30, 2018)

*AUTHORITY: sections 207.020 and 210.486, RSMo 1986. Original rule filed March 22, 1990, effective June 28, 1990. Rescinded: Filed Jan. 16, 2018, effective Aug. 30, 2018.*

**13 CSR 40-59.040 Definitions in Release of  
Information**

*PURPOSE: This rule defines terms and explains usage for terms used in the release of information pertaining to the nature and disposition of child abuse and/or neglect report(s), for employees and volunteers who are frequently present in child care facilities when children are present.*

(1) Central registry checks means the child abuse/neglect screening, review of investigative reports and preparation of response for information pertaining to the nature and disposition of any report(s) revealed by the examination of the child abuse/neglect central registry, as a result of a request from any facility, agency, school or other entity as specified in Missouri law which is providing care for children.

*AUTHORITY: sections 207.020, RSMo 1986 and 210.150, RSMo Supp. 1991.\* Original rule filed March 22, 1990, effective June 28, 1990.*

*\*Original authority: 207.020, RSMo 1945, amended 1961, 1965, 1977, 1981, 1982, 1986 and 210.150, RSMo 1975, amended 1980, 1982, 1985, 1986, 1988, 1991.*

**13 CSR 40-59.050 Child Abuse/Neglect  
Central Registry Checks for Child Care  
Employees and Volunteers**

*PURPOSE: This rule establishes procedures for the release of information pertaining to the nature and disposition of child abuse reports, neglect report(s), or both, for employees and volunteers who are frequently present in child care facilities when children are present.*

*PUBLISHER'S NOTE: The secretary of state has determined that the publication of the entire text of the material which is incorporated by reference as a portion of this rule would be unduly cumbersome or expensive. Therefore, the material which is so incorporated is on file with the agency who filed this rule, and with the Office of the Secretary of State. Any interested person may view this material at either agency's headquarters or the same will be made available at the Office of the Secretary of State at a cost not to exceed actual cost of copy reproduction. The entire text of the rule is printed here. This note refers only to the incorporated by reference material.*

(1) As provided in subdivision six (6) of section 210.150, RSMo, any day care home, day care center, child placing agency, residential care facility, including group homes, juvenile courts, public or private elementary schools, public or private secondary schools, or any other public or private agency exercising temporary supervision over a child or providing or having care or custody of a child may request an examination of the child abuse/neglect central registry for all employees and volunteers, who do or will provide services or care to children.

(2) An initial request for examinations of the central registry shall be made in writing to the division director, or his/her designee, by the chief administrative officer of that facility, school, or the like. Subsequent requests for individual screenings shall be submitted on application forms approved by the division.

(3) The Division of Family Services shall charge a nonrefundable processing fee for

each background screening request form submitted to the Background Screening and Investigation Unit. Each form submitted requesting an examination of the central registry shall be accompanied by a certified check, warrant, voucher or money order (no personal checks or cash accepted) made payable to the Missouri Division of Family Services, Background Screening and Investigation Unit. Each request for screening and fee should be mailed to Background Screening and Investigation Unit, P.O. Box 88, Jefferson City, MO 65103. Any background screening request not accompanied by the appropriate fee as described in this rule will be rejected and returned to the requestor.

(4) Duties of the Division. Upon receipt of a request for a central registry review, the division shall—

(A) Determine whether the application is acceptable for review. An acceptable application is one that contains identifying data and background information that is legible, complete and properly entered on the required form;

(B) Return an unacceptable application to the submitting provider within twenty (20) working days. A returned application shall be accompanied by a brief explanation of its deficiency;

(C) Conduct the central registry review for an acceptable application;

(D) Take one (1) of the following actions:

1. Provide a response which indicates that a review of the central registry shows there is no reason to suspect finding for the applicant on whom the form was submitted; and

2. Provide a response which indicates that a review of the central registry shows there is one (1) or more reasons to suspect reports. The response will provide information pertaining to the nature and disposition of any report(s) of abuse or neglect revealed by the examination of the central registry; and

(E) Report the results of its review to the provider within ninety (90) calendar days after the application is received.

*AUTHORITY: sections 207.020, RSMo 1986, 210.145, RSMo 1990 and 210.150, RSMo Supp. 1991.\* Original rule filed March 22, 1990, effective June 28, 1990. Amended: Filed May 13, 1993, effective Dec. 9, 1993.*

*\*Original authority: 207.020, RSMo 1945, amended 1961, 1965, 1977, 1981, 1982, 1986, 1993; 210.145, RSMo 1945, amended 1980, 1982, 1986, 1990; and 210.150, RSMo 1975, amended 1980, 1982, 1985, 1986, 1988, 1991.*