

January 9, 2012

To: K.A.E.Y.C Board of Directors

Re: KDHE Report

**Staffing:** Rachel Berroth, has been appointed as the Interim Director for the Bureau of Child Care and Health Facilities. She will also serve as the Director of the Early Care and Youth Program Section.

**CCL BEST Team:** The Team will meet January 17.

**Reminder:** Lexie's Law directed the Kansas Department of Health and Environment (KDHE) to include a sticker on the face of the license stating the expiration date. KDHE began issuing expiring licenses January 2011 and continued through December 2011, at the time facilities renewed. Each license now has an expiration date printed on the face of the license, and a full color expiration sticker is placed in the top right corner of every license. Prior to January 2011, licenses did not expire without action taken by KDHE.

Licenses will begin expiring January 31, 2012. The law does not allow for a "grace period" which means licensees must renew timely and no later than the expiration date printed on the license.

KDHE sends renewal packets approximately 90 days prior to expiration/renewal. A 2<sup>nd</sup> notification will be sent approximately 30-45 days prior to expiration if a renewal still hasn't been received. The postcard will detail consequences and steps to be taken by KDHE if the licensee does not renew. If a complete renewal and licensing fee are not received prior to expiration, the license will be expired. A renewal can be accepted up to 60 days following expiration; however, there will be a gap in licensure and interruption of CACFP reimbursement. A valid license must be in effect to receive reimbursement for CACFP. If a renewal is received within 60 days, KDHE will reinstate the license with a gap based on the date a complete renewal and licensing fee are received. If a renewal is not received within 60 days, a new application will be required which could result in further delays. Please be aware Lexie's Law requires a late fee equal to the renewal fee for renewal applications received more than 30 days following expiration. For more information about Lexie's Law, visit the KDHE website at

[www.kdheks.gov/kidsnet](http://www.kdheks.gov/kidsnet).

Mary A. Murphy, Director  
Compliance and Regulation Development Unit  
Child Care Licensing Program