| Department: Human Resources | Approval Date: 6/12/17 | Policy Number: 8300 |
|---|---|---|
| **Regulation Number:**<br>**1302.21**<br>**1302.90(c)**<br>**1302.94** | **Regulation Topic:**<br>**Volunteers** | **Policy Title:**<br>**Program Requirements for Volunteers** |

**Policy:**

All direct service providers must ensure the following requirements are met for volunteers:

All Volunteers must abide by the following guidelines:

- Participate in a program orientation;
- Sign program Standards of Conduct; and,
- Are never left alone with children.

Regular Volunteers are individuals who volunteer 20 or more hours a month in a program. They must have:

- An initial TB test or screening; and,
- Criminal background check(s) as determined by individual programs.

Volunteers who are used to meet naptime ratios, must follow the MO Licensing Regulations and must have:

- An initial TB test or screening;
- An initial physical; and,
- Criminal background checks, following the providers' procedure for staff, including updated criminal background checks.



Reviewed: 8/13/25