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|  | Missouri Department of Social Services  CHILDREN’S DIVISION  **INTERSTATE COMPACT ON THE PLACEMENT OF CHILDREN (ICPC)**  **TRANSMITTAL CHECKLIST** (Complete this form for Missouri children placed in another state.) | | |
| NAME(S) OF CHILDREN: | | | FACES REFERRAL # |
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| **The following are REQUIRED!! Please refer to the CWM, Sect 4, Chapt. 25, Subs.25.4.1** | | | |
| 1. ICPC 100-A | | 7. MEDICAL REPORT (Current HCY and Immunizations) | |
| 2. COVER LETTER | | 8. EDUCATIONAL REPORT(S)/IEP | |
| 3. SOCIAL SUMMARY  ( can use the current court report) | | 9. DOCUMENTATION OF ANY DIAGNOSED SPECIAL NEEDS OF CHILDREN | |
| 4. COURT ORDER *(Custody Order & Most Recent)* | | 10. DOCUMENTATION OF CITIZENSHIP (Birth Certificate and SS Card) | |
| 5. CASE PLAN/CS-1/Social Service Plan | | 11. FINANCIAL/MEDICAL PLAN (ICPC-3) | |
| 6. WRITTEN SERVICE AGREEMENT  *(For Parental Requests Only if* | | 12. ICPC 104  13. For EXPEDITED ONLY: ICPC 101 and ICPC 101A | |

Does the cover letter indicate each child’s Title IV-E eligibility?

Does the cover letter identify who is responsible for payment expenses?

Was a referral entered in FACES and assigned to the ICPC unit?

Did you upload the documents to Onbase via the referral screen?

**Have questions? Email** [**MO\_ICPC@dss.mo.gov**](mailto:MO_ICPC@dss.mo.gov)

* Daycare is only paid for if the daycare in other state will contract with Missouri and agree to take the MO rate. This is handled through the Office of Childhood, Sharon Barsby.
* Medicaid - Do you know what the plan for Medicaid is?