

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

March 30, 2009

M E M O R A N D U M

What's Inside:

Manual updates to the Subsidy Coverage Limitations Section. Specifically:
- Orthodontic Policy
- Respite Policy

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND CHILDREN'S DIVISION STAFF

FROM: CELESTA HARTGRAVES, ACTING DIRECTOR

SUBJECT: CHILD WELFARE MANUAL REVISION TO SECTION 4; CHAPTER 30; ATTACHMENT A: SUBSIDY COVERAGE LIMITATIONS ADDRESSING ORTHODONTIC SERVICES AND RESPITE SERVICES THROUGH SUBSIDY.

DISCUSSION:

Orthodontic:

The purpose of this memorandum is to inform staff that there have been manual revisions to Section 4.30 Attachment A of the Child Welfare Manual to provide direction to staff when submitting a request for prior approval of Medically Necessary Orthodontic services through Adoption and Legal Guardianship Subsidy.

The State MO HealthNet Orthodontic Consultant must review and certify requested services as eligible for prior approval of services to be given. Failure to obtain prior approval for the orthodontic treatment before accessing care will result in the adoptive parent/guardian being financially responsible for treatment costs. Should staff have questions in regard to the approval or denial by the MO HealthNet consultant, staff should address these questions through the Program Development Specialist responsible for subsidy.

Respite:

Manual Revisions have also been made to the Respite approval guidelines in Section 4.30 Attachment A of the Child Welfare Manual. The Manual revision pertaining to Respite approval time frames has been changed to provide clarification to staff in determining approval time frames for Respite when being written into the Subsidy Agreement.

NECESSARY ACTION

1. Review this memorandum with all Children’s Division staff.
2. Review revised Child Welfare Manual chapters as indicated below.
3. All questions should be cleared through normal supervisory channels and directed to:

PDS CONTACT

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PROGRAM MANAGER

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CHILD WELFARE MANUAL REVISIONS

[Section 4.30 – Attachment A – Subsidy Coverage Limitations](#)

FORMS AND INSTRUCTIONS

N/A

REFERENCE DOCUMENTS AND RESOURCES

N/A

RELATED STATUTE

N/A

ADMINISTRATIVE RULE

N/A

COUNCIL ON ACCREDITATION (COA) STANDARDS

N/A

CHILD AND FAMILY SERVICES REVIEW (CFSR)

N/A

PROTECTIVE FACTORS (Link applicable factors and enter N/A if not applicable.)

Parental Resilience: N/A
Social Connections: N/A
Knowledge of Parenting and Child Development: N/A
Concrete Support in Times of Need: N/A
Social and Emotional Competence of Children: N/A

FACES REQUIREMENTS

N/A