

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

October 12, 2011

M E M O R A N D U M

What's Inside:
Clarifications of
Relative or Kinship
Policy

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

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: CLARIFICATIONS OF RELATIVE OR KINSHIP POLICY

DISCUSSION:

Relative or Kinship Care policy is located in Section 4 Chapter 12 of the Child Welfare Manual. Language in this section of policy has been revised to support data entry in FACES.

Current transportation policy, Section 4 Chapter 11 Attachment C, allows for reimbursement to relative and kinship providers for allowable child specific transportation. Policy clarification has been made in Section 4 Chapter 12 Subsection 4 to include transportation reimbursement in the Relative and Kinship section of policy.

Policy requires all licensed resource homes to complete 30 hours of in-service training before their license may be renewed. Level B resource homes are required to complete 32 hours. Relative homes, RH, may use the relative non-safety standard waiver and not complete the 30 hours in-service training for their RH license to be renewed. However, if they do not complete the required 30 hours of training, they are not eligible for the \$100.00 Professional Parenting Payment, PPMN. Their Cooperative Agreement CM-14 must be closed and the Cooperative Agreement CM-3 opened. Policy language clarification has been made in Section 4 Chapter 12 Subsection 5.

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 Elizabeth Tattershall 573-522-1191 Elizabeth.Tattershall@dss.mo.gov	PROGRAM MANAGER Dena Driver 573-751-3171 Dena.D.Driver@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Out-of-Home-Care, Relative or Kinship Care	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES Out-of-Home-Care, Financial Support Planning, 4.11.C	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE Foster Home Licensing Rule, 13 CSR 35-65.030 (1) Minimum Qualifications of Foster Parent(s), Foster Parent Training	
COUNCIL ON ACCREDITATION (COA) STANDARDS PA-FC 16.03	
CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A	
PROTECTIVE FACTORS N/A Parental Resilience Social Connections Knowledge of Parenting and Child Development Concrete Support in Times of Need Social and Emotional Competence of Children	
FACES REQUIREMENTS N/A	