

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

**What's Inside:**  
PIQ process for private agency staff

M E M O R A N D U M

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

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: PROCESS FOR PRIVATE AGENCY STAFF TO REQUEST POLICY INTERPRETATION

DISCUSSION:

The purpose of this memorandum is to introduce a policy revision regarding requests for policy interpretation.

Policy and the required Request for Policy Interpretation form, CS-77 have been revised to include the process for private agency staff to submit a Policy Interpretation Question, PIQ.

**NECESSARY ACTION**

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

**PDS CONTACT**

Elizabeth Tattershall  
 573-522-1191  
[Elizabeth.Tattershall@dss.mo.gov](mailto:Elizabeth.Tattershall@dss.mo.gov)

**DEPUTY DIRECTOR**

Marta Halter  
 573-751-2427  
[Marta.Halter@dss.mo.gov](mailto:Marta.Halter@dss.mo.gov)

**CHILD WELFARE MANUAL REVISIONS**

[Request for Policy Interpretation, Section 8 Chapter 8](#)

**FORMS AND INSTRUCTIONS**

[Request for Policy Interpretation, CS-77](#)

<b>REFERENCE DOCUMENTS AND RESOURCES</b> N/A
<b>RELATED STATUTE</b> N/A
<b>ADMINISTRATIVE RULE</b> N/A
<b>COUNCIL ON ACCREDITATION (COA) STANDARDS</b> N/A
<b>CHILD AND FAMILY SERVICES REVIEW (CFSR)</b> N/A
<b>PROTECTIVE FACTORS</b> N/A Parental Resilience Social Connections Knowledge of Parenting and Child Development Concrete Support in Times of Need Social and Emotional Competence of Children
<b>FACES REQUIREMENTS</b> N/A