

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

July 20, 2016

**What's Inside:**

**Update to the  
Authorization  
Details Screen  
in FAMIS/FACE  
Interface**

M E M O R A N D U M

TO: ALL REGIONAL AND COUNTY CD STAFF

FROM: TIM DECKER, DIRECTOR, CHILDREN'S DIVISION

SUBJECT: New Question Added to Authorization Details Screen in the  
FAMIS/FACES Interface

DISCUSSION:

Resource parents that own a DSS contracted child care facility or are a DSS registered child care provider may not receive child care subsidy payments for children that are placed in their home in foster, adoptive or legal guardian placement. If the resource parent wishes to utilize child care subsidy for the child, the child will have to attend child care at another DSS contracted child care facility.

A new question has been added to the Authorizations Detail Screen in the FAMIS/FACES Interface. ***Is the resource parent the child care provider?*** has been added to the Authorization Details screen below the Reason for Care drop down box. When entering a child care authorization in the FAMIS/FACES Interface, staff will answer the question yes or no. When the question is answered yes, an error message, ***Resource Parent cannot be authorized as the child care provider***, will display and the authorization will not be allowed.

**NECESSARY ACTION**

1. Review this memorandum with all Children's Division and Family Support Division staff.
2. All questions should be cleared through normal supervisory channels and directed to:

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|---|---|
| <b>PDS/MAS II CONTACT</b><br>Justin Logan<br>573-751-4031<br>Justin.C.Logan@dss.mo.gov                  | <b>PROGRAM MANAGER</b><br>Marianne Dawson<br>573-751-6793<br>Marianne.A.Dawson@dss.mo.gov |
| <b>CHILD CARE SUBSIDY PROGRAM MANUAL REVISIONS</b><br>N/A   |   |
| <b>FORMS AND INSTRUCTIONS</b><br>N/A  |   |
| <b>REFERENCE DOCUMENTS AND RESOURCES</b><br><a href="#">1215.030.00 INELIGIBLE CHILD CARE PROVIDERS</a> |   |
| <b>RELATED STATUTE</b><br>N/A   |   |
| <b>ADMINISTRATIVE RULE</b><br>N/A   |   |
| <b>COUNCIL ON ACCREDITATION (COA) STANDARDS</b><br>N/A  |   |
| <b>CHILD AND FAMILY SERVICES REVIEW (CFSR)</b><br>N/A   |   |
| <b>PROTECTIVE FACTORS</b> (Link applicable factors and enter N/A if not applicable.)<br>N/A             |   |
| <b>FACES REQUIREMENTS</b><br>N/A  |   |