

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P.O. BOX 88

JEFFERSON CITY, MISSOURI

November 16, 2007

MEMORANDUM

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

FROM: JIM HARRISON, DEPUTY DIRECTOR

SUBJECT: DECEMBER 2007 PEER RECORD REVIEWS

DISCUSSION:

The purpose of this memorandum is to inform staff that all Peer Record Reviews (PRR) for December 2007 have been cancelled.

Due to the FACES conversions occurring across the state, many of the records which would normally be reviewed are in the new FACES system. As a clear protocol on how to conduct the PRR on cases in the FACES system has yet to be established, any data gathered from the December review would not be reliable. **PRRs will resume in March 2008.** By the time of the March 2008 PRR, appropriate protocols for completion will be established and sent in advance of the PRR sample so all staff are properly informed about any changes to the PRR process.

NECESSARY ACTIONS:

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

Quality Assurance Unit Manager:
Susan Savage
573-751-4319
Susan.K.Savage@dss.mo.gov

JH/SS