

## DEPARTMENT OF SOCIAL SERVICES

## CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

November 26, 2008

MEMORANDUM

<p><b><u>What's Inside:</u></b> Changes to Kinship Options Worksheet</p>
--

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

FROM: JAMES C. HARRISON, ACTING DIRECTOR

SUBJECT: Child Welfare Manual revision to Kinship Options Worksheet

## DISCUSSION:

The purpose of this memorandum is to inform staff that there has been a manual revision to Section 4.12 Attachment B of the Child Welfare Manual.

The intent of the manual change is to provide clarification in regards to the options available to kin and relative providers seeking to provide permanency for the children placed in their care. Workers can utilize the updated information to provide relatives and kin families simplified information so that they may be better able to make an informed decision.

**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**

Emily M. Montgomery, MSW  
(573) 522-8620  
[Emily.M.Montgomery@dss.mo.gov](mailto:Emily.M.Montgomery@dss.mo.gov)

**PROGRAM MANAGER**

Amy Martin  
(573) 526-8040  
[Amy.L.Martin@dss.mo.gov](mailto:Amy.L.Martin@dss.mo.gov)

**CHILD WELFARE MANUAL REVISIONS**

[Section 4; Chapter 12; Attachment B](#)

<b>FORMS AND INSTRUCTIONS</b> N/A
<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> (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
<b>FACES REQUIREMENTS</b> N/A