

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

December 1, 2008

What's Inside:Local and State
Foster Care and
Adoption Advisory
Board training
approvalMEMORANDUM

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

FROM: JAMES C. HARRISON, ACTING DIRECTOR

SUBJECT: TRAINING APPROVAL FOR THE LOCAL AND STATE FOSTER
CARE AND ADOPTION ADVISORY BOARD

DISCUSSION:

The Children's Division published Memorandum CD08-57, July 18, 2008, which introduced a new form, Resource Family In-Service Training Request, CD-114, that individual resource providers are to use for obtaining approval for in-service training categorized as "Other Approved Training". CD08-57 also introduced new policy that allows up to 2 hours of in-service training credit for a resource provider who attends a local or state board meeting that contains foster parent education content.

An additional form created by the State Foster Care and Adoption Advisory Board is now located on E-forms in the Reference Documents and Resources section to be used by State and Local Foster Care and Adoption Advisory Boards. This form is used when a local board is seeking approval for a training opportunity. It is also to be used by the State Foster Care and Adoption Advisory Board to determine training suggestions to the Division as stated in the Foster Parents' Bill of Rights Section 210.566.2 (1) RSMo.

The Local Foster Care and Adoption Advisory Boards will submit their completed form to their regional Children's Division Office for approval of training hours.

The State Foster Care and Adoption Advisory Board will submit their completed form to the Central Office Liaison for review and consideration.

NECESSARY ACTION

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

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| PDS CONTACT Elizabeth Tattershall 573-522-1991 Elizabeth.Tattershall@dss.mo.gov | PROGRAM MANAGER Melody Yancey 573-522-5062 Melody.Yancey@dss.mo.gov |
| CHILD WELFARE MANUAL REVISIONS N/A | |
| FORMS AND INSTRUCTIONS Missouri State Foster Care & Adoption Advisory Board Request for Statewide In-Service Training Approval Resource Family In-Service Training Request, CD-114 | |
| REFERENCE DOCUMENTS AND RESOURCES Memo CD08-57 | |
| RELATED STATUTE Foster Parents' Bill of Rights | |
| ADMINISTRATIVE RULE N/A | |
| COUNCIL ON ACCREDITATION (COA) STANDARDS N/A | |
| CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A | |
| PROTECTIVE FACTORS N/A | |
| FACES REQUIREMENTS N/A | |