

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

June 29, 2009

**What's Inside:**  
**Child Care**  
**authorizations**  
**ending 06-30-2009**

**MEMORANDUM**

**TO:** ALL REGIONAL AND COUNTY CD AND FSD STAFF

**FROM:** PAULA NEESE, DIRECTOR,  
CHILDREN'S DIVISION  
ALYSON CAMPBELL, DIRECTOR  
FAMILY SUPPORT DIVISION

**SUBJECT:** **CHILD CARE AUTHORIZATIONS ENDING 06/30/2009**

**REFERENCE:** CHILDREN'S DIVISION  
FAMILY SUPPORT DIVISION

From August, 2008 through February, 2009 a FAMIS edit did not allow a child to be authorized to a licensed, contracted provider past 06/30/2009. As a result, there are children whose authorizations to contracted providers will end on 06/30/2009 and the Eligibility Unit (EU) is eligible beyond that date. FAMIS generated a notice (FA601) to these EU's on 05/27/2009 informing the EU that the child's authorization was ending.

For households whose authorizations have not yet been updated in FAMIS, a report listing the EU, child, provider, county office and load number will be distributed by email to county offices. If a county does not have any child authorizations meeting these criteria, no report will be sent.

Staff is instructed to review each EU's circumstances and authorize the children to the contracted provider with a begin date of July 1 or later, if appropriate. Authorizations must be entered by 07/20/2009 in order to prevent interruption of benefits and to avoid payment delays to child care providers.

**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>MAS II CONTACT:</b><br>Lora Brown<br>573-526-3011<br>Lora.K.Brown@dss.mo.gov  | <b>PROGRAM MANAGER:</b><br>Alicia Jenkins<br>573-751-6793<br>Alicia.Jenkins@dss.mo.gov |
| <b>CHILD WELFARE MANUAL REVISIONS</b><br>N/A   |  |
| <b>FORMS AND INSTRUCTIONS</b><br>N/A   |  |
| <b>REFERENCE DOCUMENTS and RESOURCES</b><br><a href="#">CD09-18/OEC09-05</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><br>Parental Resilience – N/A<br>Social Connections – N/A<br>Knowledge of Parenting and Child Development – N/A<br>Concrete Support in Times of Need – YES<br>Social and Emotional Competence of Children – N/A |  |
| <b>FACES REQUIREMENTS</b><br>N/A   |  |