

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

September 23, 2009

MEMORANDUM

**What's Inside:**

Revision of the Application for Foster/Adopt Home Assessment, CS-42

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

FROM: PAULA NEESE, ACTING DIRECTOR

SUBJECT: REVISION OF THE APPLICATION FOR FOSTER/ADOPT HOME ASSESSMENT, CS-42

In response to a Continuous Quality Improvement request, the Application for Foster/Adopt Home Assessment, CS-42, has been revised to include the following:

- Space to enter information for other states the applicant has lived in.
- Field forms to enable the applicant to complete the form on-line.
- Formatting revisions.

Staff shall begin using the revised CS-42 immediately. The revised form is available on E-forms.

<b>NECESSARY ACTION</b>	
<ol style="list-style-type: none"> <li>1. Review this memorandum with all Children's Division staff.</li> <li>2. Review revised form and instructions as indicated below.</li> <li>3. All questions should be cleared through normal supervisory channels and directed to:</li> </ol>	
<b>PDS CONTACT</b> Elizabeth Tattershall 573-522-1991 <a href="mailto:Elizabeth.Tattershall@dss.mo.gov">Elizabeth.Tattershall@dss.mo.gov</a>	<b>PROGRAM MANAGER</b> Dena Driver 573-522-5062 <a href="mailto:Dena.D.Driver@dss.mo.gov">Dena.D.Driver@dss.mo.gov</a>
<b>CHILD WELFARE MANUAL REVISIONS</b>	
N/A	
<b><u>FORMS AND INSTRUCTIONS</u></b>	
Foster/Adopt Home Assessment Application, CS-42	

<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> N/A
<b>FACES REQUIREMENTS</b> N/A