

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

November 8, 2010

M E M O R A N D U M

What's Inside:
Waiver of Two
Week's Notice,
CS-44

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND CHILDREN'S DIVISION STAFF
FROM: CANDACE A. SHIVELY
SUBJECT: WAIVER OF TWO WEEK'S NOTICE, CS-44

DISCUSSION:

The purpose of this memorandum is to inform staff that the Waiver of Two Week's Notice, CS-44, is now available in WORD format on Children's Division E-forms.

Per [policy](#) and [statute](#), except in emergencies, foster parents shall be given two weeks advance notice and a written statement of the reasons before a child is removed from their care. When requesting removal of a child from their home, foster parents shall give two weeks advance notice, consistent with Division policy, to the child's caseworker, except in emergency situations.

If a child is placed with an emergency resource family or a regular resource family where the placement is intended to be for less than two (2) weeks, the Children's Service Worker will complete the CS-44.

Beginning with the date of this memorandum, use only the CS-44 located on E-forms and destroy all unused copies of the previous CS-44 form.

NECESSARY ACTION

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

PDS CONTACT

Elizabeth Tattershall
573-522-1191
Elizabeth.Tattershall@dss.mo.gov

PROGRAM MANAGER

Dena Driver
573-751-3171
Dena.D.Driver@dss.mo.gov

CHILD WELFARE MANUAL REVISIONS N/A
FORMS AND INSTRUCTIONS Waiver of Two Week's Notice, CS-44
REFERENCE DOCUMENTS AND RESOURCES Subsequent Placements Within Children's Division, Section 4 Chapter 13 Subsection 1
RELATED STATUTE 210.566, Foster Parent 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 Parental Resilience Social Connections Knowledge of Parenting and Child Development Concrete Support in Times of Need Social and Emotional Competence of Children
FACES REQUIREMENTS N/A