

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

December 27, 2010

M E M O R A N D U M

What's Inside:
Procedure to register
children for the
Missouri Heart Gallery
2011

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

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: MISSOURI HEART GALLERY 2011 REGISTRATION
PROCEDURE

DISCUSSION:

The purpose of this memorandum is to make staff aware of the procedure for registering children who are awaiting permanency through adoption in the 2011 Missouri Heart Gallery. Every child/youth in Children's Division custody deserves to achieve permanency and once parental rights have been terminated, adoption holds the strongest form of permanency for the child.

The 2011 Missouri Heart Gallery will be presented in an electronic format including a video/DVD as well as use of the online Missouri Heart Gallery versus a traveling Heart Gallery as in previous years. The online Heart Gallery receives the greatest interest from prospective adoptive families.

Each region will receive 8x10 images of children from their region who are featured in the 2011 Heart Gallery for display at regional events. This approach will allow the flexibility to feature the Heart Gallery at a moments notice in smaller venues i.e. churches, school functions, community events. Prospective adoptive families should be directed to the online Heart Gallery for a complete list of children featured. Regions will also receive extra images of children from other regions and would have the flexibility to exchange with other regions.

Each child must have a completed [Missouri Waiting Child Registration Form – CD121](#) and a completed copy of their AdoptUsKids profile. Incomplete forms or out of date AdoptUsKids profiles will be returned for completion or updating. In addition, a 35mm or .jpg digital photo of the child being registered and a copy of the child's media profile are to accompany each registration.

The completed registration form, photo, and profile are to be returned to Central Office Adoption Unit by **JANUARY 18, 2011**.

Send to: 615 Howerton Court, PO Box 88, Jefferson City, MO 65103-0088.
 Fax to: (573)-526-3971 – Attention: Central Office Adoption Unit
 E-mail to: Crystal.L.Wilson@dss.mo.gov
 Question, call: (573) 522-9306

The Heart Gallery is a great recruitment opportunity that has changed the lives of many children awaiting permanency. Over the past five years there have been 304 families in progress for the children featured in the gallery. We are looking forward to this kind of continued success in 2011!

You are encouraged to complete the forms and submit them for children awaiting permanency as soon as possible.

NECESSARY ACTION	
<ol style="list-style-type: none"> 1. Review this memorandum with all Children’s Division staff. 2. All questions should be cleared through normal supervisory channels and directed to: 	
PDS CONTACT Crystal Wilson 573-522-9306 Crystal.L.Wilson@dss.mo.gov	PROGRAM MANAGER Amy Martin 573-751-3171 Amy.L.Martin@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS	
N/A	
FORMS AND INSTRUCTIONS	
Missouri Waiting Child Registration Form – CD 121	
REFERENCE DOCUMENTS AND RESOURCES	
N/A	
RELATED STATUTE	
N/A	
ADMINISTRATIVE RULE	
N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS	
N/A	
CHILD AND FAMILY SERVICES REVIEW (CFSR)	
CFSR Systemic Factor, Foster and Adoptive Licensing and Recruitment, Item 44, Diligent Recruitment of Foster and Adoptive Homes	
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