

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

November 17, 2011

M E M O R A N D U M

What's Inside:

Revisions to the Purpose and Overview, Setting up a Case Record, Sections of the Child Care Manual

Introduction of Legal Basis and Parental Choice Policies

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: CANDACE A. SHIVELY, DIRECTOR
CHILDREN'S DIVISION
ALYSON CAMPBELL, DIRECTOR
FAMILY SUPPORT DIVISION

SUBJECT: REVISION OF THE CHILD CARE MANUAL POLICY RELATED TO "PURPOSE AND OVERVIEW", "SETTING UP A CASE RECORD", AND INTRODUCTION OF SECTIONS LEGAL BASIS AND PARENTAL CHOICE IN THE CHILD CARE MANUAL

DISCUSSION:

The purpose of this memorandum is to inform staff of revisions to the *Purpose and Overview*, and *Setting up a Case Record*, sections of the Child Care Manual. Additionally, this memorandum informs staff of two new policies titled, "*Legal Basis*," and "*Parental Choice*".

Children's Division and Family Support Division staff are instructed to refer to these sections when necessary to answer questions about these policy sections.

Legal Basis

This section outlines the legal basis for the Child Care Assistance program. The Child Care Development Block Grant (CCDBG) established the Child Care Subsidy program as a block grant in 1992. In 1996, the CCDBG was amended by the Personal Responsibility and Work Opportunity Act of 1996 (Public Law 104-193) and the Balanced Budget Act of 1997, as implemented in regulation at 45 CFR Parts 98 and 99.

Missouri Revised Statute Chapter 208 and 210 govern the establishment, purpose and general duties of the Child Care Assistance program.

Parental Choice

Parents participating in the Child Care Assistance program may choose their own child care provider. The chosen provider must meet registration or contract requirements as described in section 1215.000.00. Parents can access information about choosing quality child care and seek referrals for child care providers in their communities by contacting their local child care resource and referral agency. For child care resource and referral information, click <http://mo.childcareaware.org/>.

NECESSARY ACTION <ol style="list-style-type: none">1. Review this memorandum with all Children’s Division and Family Support Division staff.2. Review revised and new Child Care Manual chapters as indicated below.3. All questions should be cleared through normal supervisory channels and directed to:	
PDS CONTACT Kelly Frye 573-751-2037 Kelly.Frye@dss.mo.gov	PROGRAM MANAGER Alicia Jenkins 573-751-6793 Alicia.Jenkins@dss.mo.gov
CHILD CARE MANUAL REVISIONS 1200.000.00 Purpose and Overview 1200.005.00 Legal Basis 1200.010.00 Parental Choice 1205.000.00 Setting Up A Case Record	
FORMS AND INSTRUCTIONS N/A	
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) N/A	
PROTECTIVE FACTORS Parental Resilience-Yes Social Connections-N/A	

Knowledge of Parenting and Child Development-N/A
Concrete Support in Times of Need-Yes
Social and Emotional Competence of Children-N/A

FACES REQUIREMENTS

N/A