

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

October 9, 2014

What's Inside:
Relative and Kinship
Home Assessment
Recording Outline

M E M O R A N D U M

TO: REGIONAL EXECUTIVE, CIRCUIT MANAGERS, PROGRAM MANAGERS AND SUPERVISORS
FROM: TIM DECKER, DIRECTOR
SUBJECT: RELATIVE AND KINSHIP HOME ASSESSMENT RECORDING OUTLINE

DISCUSSION:

This memorandum is in response to front line staff requests for a specific relative and kinship resource family home assessment recording outline.

The process of drafting the Home Assessment is a positive engagement experience between the resource development worker and the applicant. The relationship of the resource development worker with all the household members of a resource home is important for cultivating mutual respect and monitoring a safe and nurturing environment for foster youth. The mutual assessment process provides an opportunity for the worker to build positive and beneficial relationships with the resource home members and to offer help to the resource family. The worker is in the home to help maintain and support the resource family.

The home assessment process is conversational allowing for the sharing of concerns, strengths and needs, and development of a mutual relationship of trust. The meaningful conversations include pertinent issues and understanding of licensing requirements.

The relative or kinship Home Assessment is written specifically to address the appropriateness and best interest for the specific foster youth to be placed in the home and to affirm licensing standards are met per [13 CSR 35-60 RSMo](#).

The implementation of the relative and kinship home assessment recording outline will begin two weeks from publication date of this memorandum.

NECESSARY ACTION

1. Review this memorandum with all Children's Division staff.
2. Review revised Child Welfare Manual chapters 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 Amy Martin 573-751-3171 Amy.L.Martin@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Section 4 Chapter 12 Subsection 6	
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 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	