

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

February 29, 2016

What's Inside:

Child to
Provider
Relation

M E M O R A N D U M

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: TIM DECKER, DIRECTOR, CHILDREN'S DIVISION
JULIE GIBSON, DIRECTOR, FAMILY SUPPORT DIVISION

SUBJECT: CHILD TO PROVIDER RELATION

DISCUSSION:

Memorandum CD15-04/OEC-5 issued March 17, 2015 introduced the *CD-206, the Child to Provider Relation form*.

The Child to Provider Relation form (CD-206) must be completed when it is indicated that the child(ren) and the Child Care Provider are related within the 3rd degree. The CD-206 must be signed by the parent **and** the provider and kept with the official case record of the household. The parent and/or provider will be held accountable for completing the form correctly and will be required to provide verification of relationship (birth certificates, marriage licenses, etc) upon request. Children related to the provider within the third degree are not considered when determining the number of children in care when a child care provider is not licensed with the Department of Health and Senior Services (DHSS), Section for Child Care Regulation (SCCR). Relationships within the third degree include siblings (if not residing in the same home), nephews (not great), nieces (not great), grandchildren and great grandchildren.

NECESSARY ACTION

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

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| PDS/MAS II CONTACT Lisa Schroeder 573-751-4031 Lisa.M.Schroeder@dss.mo.gov | PROGRAM MANAGER Marianne Dawson 573-751-6793 Marianne.A.Dawson@dss.mo.gov |
| CHILD CARE ASSISTANCE PROGRAM MANUAL REVISIONS 1215.010.05 FOUR OF LESS UNRELATED CHILDREN 1220.025.20 CHILD TO PROVIDER RELATIONSHIP | |
| FORMS AND INSTRUCTIONS CD-206 Child to Provide Relation | |
| 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 (Link applicable factors and enter N/A if not applicable.) Parental Resilience N/A Social Connections N/A Knowledge of Parenting and Child Development N/A Concrete Support in Times of Need N/A Social and Emotional Competence of Children N/A | |
| FACES REQUIREMENTS N/A | |