

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

December 20, 2016

M E M O R A N D U M

What's Inside:
Reopening a
Resource Home
that has a
Revocation Status

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND CHILDREN'S DIVISION STAFF
FROM: TIM DECKER, DIRECTOR
SUBJECT: REOPENING A RESOURCE HOME THAT HAS A REVOCATION STATUS

DISCUSSION:

Occasionally, a previously licensed or approved resource provider will request or submit an application to be licensed or approved. The purpose of this memorandum is to add clarification to policy regarding reopening a resource home that has a revocation status in FACES.

In the event a resource parent applicant has a revocation status in FACES, written approval must be obtained through supervisory lines to the Regional Director or designee for the licensing worker to reassess the applicant for consideration of reopening the revoked license. The applicant must submit supporting documentation indicating the reason(s) for the revocation of the license or approval and how they have been rectified and no longer exist.

If the Regional Director or designee is in agreement to reopen a previously revoked resource home, the written recommendation to proceed with the assessment of the home to be licensed or approved, with supporting documentation indicating the previous revocation issues were rectified, must be forwarded to the Deputy Director for final consideration and approval before the Home Assessment process begins.

If the applicant is approved to be a licensed foster home or approved adoptive home, they will not be eligible for maintenance payments using any state or federal funds pursuant to RSMo 210.025.

If the application is denied, the applicant may follow the appeal process as outlined in policy, Section 6 Chapter 7 Subsection 1.

NECESSARY ACTION	
<ol style="list-style-type: none"> 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 6 Chapter 3 Subsection 6	
FORMS AND INSTRUCTIONS	
N/A	
REFERENCE DOCUMENTS AND RESOURCES	
Children’s Division Appeal Process, Section 6 Chapter 7	
RELATED STATUTE	
210.025 210.496	
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	