

DEPARTMENT OF SOCIAL SERVICES

DIVISION OF FAMILY SERVICES

P.O. BOX 88

JEFFERSON CITY, MISSOURI

August 28, 2003

MEMORANDUM

TO: AREA EXECUTIVE STAFF, COUNTY DIRECTORS/CIRCUIT MANAGERS, AND CHILDREN'S SERVICES STAFF

FROM: DENISE CROSS, DIRECTOR

SUBJECT: CHILD FATALITY REVIEW PROGRAM PANEL
CHILD WELFARE MANUAL REVISION
SECTION 2, CHAPTER 4, ATTACHMENT N; CHILD FATALITY REVIEW PANELS

REFERENCE: CHILDREN'S SERVICES

DISCUSSION:

The purpose of this memorandum is to inform staff of recent changes in the handling of information given to Child Death Teams, Medical Examiners, and Coroners by the Child Abuse and Neglect Hotline Unit (CANHU).

Prior checks conducted by CANHU for child death review teams (medical examiners, coroner, etc.), criminal justice agencies, and juvenile officers should include the release of more information that is given to other requesters. Information to be released is as follows:

Child Death Teams, Medical Examiners, Coroners

- Probable cause findings
- Court adjudicated findings
- Information on pending CA/N reports
- Open FCS, PS, and ZCAS cases
- Unable to locate findings
- All unsubstantiated findings
- All family assessment findings
- Non CA/N Referrals

Criminal Justice Agencies, Juvenile Officers

- Probable cause findings
- Court adjudicated findings
- Information on pending CA/N reports
- Open FCS and ZCAS cases
- Unable to locate findings
- All unsubstantiated findings
- All family assessment findings

All Other Approved Requesters

- Probable cause findings
- Court adjudicated findings
- Information on pending CA/N reports
- Open FCS, PS, and ZCAS cases
- Unable to locate findings

NECESSARY ACTION:

1. Review this memorandum with Children's Services staff.
2. Review the revised procedure in the Child Welfare Manual, Section 2, Chapter 4, Attachment N, Child Fatality Review Program Panel.
3. All comments and recommendations regarding this subject should be cleared through normal supervisory channels.