

DEPARTMENT OF SOCIAL SERVICES
CHILDREN'S DIVISION AND FAMILY SUPPORT
P.O. BOX 88

JEFFERSON CITY, MISSOURI

August 2, 2004

MEMORANDUM

TO: ALL REGIONAL ADMINISTRATION, CHILDREN'S DIVISION
AND FAMILY SUPPORT STAFF

FROM: FREDERIC M. SIMMENS, DIRECTOR, CHILDREN'S DIVISION
DENISE CROSS, DIRECTOR, FAMILY SUPPORT DIVISION

SUBJECT: EMPLOYEES FROM OTHER DIVISIONS AS FOSTER AND
ADOPTIVE PARENTS

REFERENCE: CHILDREN'S DIVISION AND FAMILY SUPPORT DIVISION

DISCUSSION:

In the past, no employee with the Division of Family Services (DFS), whether Income Maintenance, Children's Services, or Rehabilitation Services for the Blind, could serve as foster parents for the division; they could be foster/adoptive parents for private and public agencies **other than our division**. Employees adopting children in the care and custody of the division were required to have their home study and adoption supervision completed by a child-placing agency or adoption intermediary other than DFS.

With the split of the Division of Family Services into two separate divisions, Children's Division (CD) and Family Support Division (FSD), that policy has been revised. Employees for other divisions may now foster and adopt children through the CD by participating in the same process as all other applicants for foster/adopt parenting. The assessment and training of the FSD resource family may be conducted by CD staff or by a private agency awarded a Resource Development Contract.

Any situation that could be viewed as a conflict of interest (including clerical staff that may be dually assigned) must be avoided. If an employee of another division wishes to foster/adopt a child under the legal jurisdiction of his/her county of employment, the request will require CD Regional Director approval. The CD Regional Directors along with FSD regional staff are asked to develop a consistent regional review policy for the above conflict of interest situation. Under no circumstance shall an employee of any division be allowed to foster or adopt a child when that employee has any connection with the child or the child's family through his/her employment.

Employees within the Children's Division who wish to foster and/or adopt will continue to follow policy as described in the Child Welfare Manual, Section 6, Chapter 10.

NECESSARY ACTION:

1. Please share this memorandum with all staff.
2. Questions regarding this policy should be sent to Central Office through normal supervisory channels.

FMS/DC/DK:js