DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

OCTOBER 6, 2006

M E M O R A N D U M

What's Inside:
Information about the Adoption Open House at Pulaski County Children's Division on November 2, 2006

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND CHILDREN'S DIVISION STAFF

FROM: PAULA NEESE, INTERIM DIRECTOR

SUBJECT: ADOPTION OPENHOUSE

DISCUSSION:

We are pleased to announce an Adoption Open House in celebration of National Adoption Month. Children's Division staff, contractor staff as well as your prospective adoptive parents are invited to participate in this event which is to be held on November 2, 2006, from 4:00-7:00 p.m. at the Pulaski County Children's Division office at 712 Historic Route 66 West in Waynesville, MO.

This event is aimed at increasing awareness of the adoption program. Profiles of children available for adoption, as well as on-line information sites will be available for review. Workers will be present to provide specific information and guidance regarding the adoption process.

Staff is encouraged to participate in this event or to send profiles of waiting children. For more information, or if you plan to participate in this event, please contact an adoption worker in Phelps (573-368-2340), Pulaski (573-774-6121) or Texas County (417-967-4551).

NECESSARY ACTION:

1. Review this memorandum with all Children's Division staff.
2. Share the attached flyer with prospective adoptive families.
3. Contact Phelps, Pulaski or Texas County if your plan to participate in this event by attending and/or sharing profiles of available children.

PDS CONTACT:	**PROGRAM MANAGER:**
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***CHILD WELFARE MANUAL* REVISIONS:** N/A	
FORMS AND INSTRUCTIONS: N/A	
REFERENCE DOCUMENTS and RESOURCES: Flyer	
RELATED STATUTE: N/A	
ADMINISTRATIVE RULE: N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS: N/A	
PROGRAM IMPROVEMENT PLAN (PIP): N/A	
SACWIS REQUIREMENTS: N/A	