

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

July 28, 2008

<u>What's Inside:</u> Caregiver Court Information Form

M E M O R A N D U M

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

FROM: PAULA NEESE, DIRECTOR

SUBJECT: CAREGIVER COURT INFORMATION FORM

DISCUSSION:

The purpose of this memo is to introduce the Caregiver Court Information Form. Per statute, foster, relative, and kinship providers have the right to receive notice of court hearings held with respect to children in their care. In addition, the caregiver has a right to be heard in any such proceeding.

The Missouri Juvenile Court Improvement Project formed a sub-committee to develop a form to elicit factual, first hand information on the child from the child's caregiver that might not be available otherwise prior to scheduled court hearings. The completion of this form by the caregiver is optional.

The Caregiver Court Information Form is attached to this memo. Although this is not a Children's Division form, it will be available through E-forms under Reference Documents and Resources at the following link: <http://www.dss.mo.gov/cd/info/forms/index.htm>.

Caregivers can access the form electronically on the DSS website or they may contact the local Children's Division office for a copy. Caregivers should send the completed form to the juvenile officer in the county where the hearing will occur. The Juvenile Office will distribute the completed form to all parties in accordance with local procedures.

Children's Division staff should distribute the Caregiver Court Information Form to all caregivers for each child in their home at their next placement provider visit. Staff should educate resource providers on the right to be notified of and be heard in court hearings. Licensing workers should explain the Caregiver Court Information Form to new resource providers at their initial licensure.

NECESSARY ACTION:

1. Review this memorandum with all Children’s Division staff.
2. Distribute the Caregiver Court Information Form to all resource providers.
3. All questions should be cleared through normal supervisory channels and directed to:

PDS CONTACT:

Scott Montgomery
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Scott.B.Montgomery@dss.mo.gov

PROGRAM MANAGER:

Melody Yancey
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FORMS:

Caregiver Court Information Form

RELATED STATUTE:

Social Security Act
[211.171 RSMo](#)
[211.464.RSMo](#)
[210.566 RSMo](#)