

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

February 11, 2009

What's Inside:
New Direct
Deposit form for
Children's
Division Vendors

MEMORANDUM

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: CELESTA HARTGRAVES, ACTING DIRECTOR,
CHILDREN'S DIVISION
VALERIE DAVIS, ACTING DIRECTOR,
FAMILY SUPPORT DIVISION

SUBJECT: **NEW LEGACY VENDOR SYSTEM DIRECT DEPOSIT FORM
FOR CHILDREN'S DIVISION VENDORS**

REFERENCE: CHILDREN'S DIVISION
FAMILY SUPPORT DIVISION

The purpose of this memorandum is to introduce the legacy vendor system Application for Vendor Direct Deposit, form CD-122. This form is designed for use by all Children's Division vendors, including Child Care providers, Resource Parents, and providers of ILP, ILA, CTS, and RTF services. Staff should encourage utilization of direct deposit and provide this form to all Children's Division vendors requesting payment by direct deposit.

Upon receipt of this memorandum, staff should discontinue using all other direct deposit forms and begin using form CD-122 for Children's Division vendors providing the services described above. This form is available on the intranet at <http://www.dss.mo.gov/cd/info/forms/index.htm>, and on the internet at <http://www.dss.mo.gov/cd/index.htm>.

NECESSARY ACTION:

1. Review this memorandum with all Children's Division and Family Support Division staff.
2. All questions should be cleared through normal supervisory channels and directed to:

MAS II CONTACT: Lora Brown 573-526-9587 Lora.K.Brown@dss.mo.gov	PROGRAM MANAGER: Alicia Jenkins 573-751-6793 Alicia.Jenkins@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS N/A	
FORMS AND INSTRUCTIONS Application for Vendor Direct Deposit	
REFERENCE DOCUMENTS and RESOURCES N/A	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS N/A	
CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A	
PROTECTIVE FACTORS Parental Resilience – N/A Social Connections – N/A Knowledge of Parenting and Child Development – N/A Concrete Support in Times of Need – N/A Social and Emotional Competence of Children – N/A	
FACES REQUIREMENTS N/A	