

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

February 2, 2010

MEMORANDUM

What's Inside: Incarcerated Parent's Child Status Report, CS-2 A

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

FROM: PAULA NEESE, DIRECTOR

SUBJECT: INCARCERATED PARENT'S CHILD STATUS REPORT, CS-2A

DISCUSSION:

The purpose of this memorandum is to introduce the Incarcerated Parent's Child Status Report, CS-2A. An incarcerated parent is entitled to information regarding their child(ren). As a result, the Incarcerated Parent's Child Status Report has been developed to allow workers to provide incarcerated parent(s) with information regarding their child(ren) on a quarterly basis.

A parent's incarceration does not release Children's Division from providing reasonable efforts and visitation. The new form will provide an additional method for staff to document reasonable efforts to an incarcerated parent and allow the incarcerated parent(s) to maintain a connection with his/her child(ren). In addition, parental incarceration does not mean visitation should cease. Staff should coordinate efforts to allow the child to visit his/her incarcerated parent, as recommended by the Family Support Team (FST). If a parent is incarcerated, the Children's Service Worker should contact the correctional facility regarding their visitation policy and subsequent visitation should be scheduled in conjunction with the facility.

The Incarcerated Parent's Child Status Report, CS-2A, should be sent to the incarcerated parent(s) quarterly. The Children's Service Worker should complete the form, send it to the parent(s), and maintain a copy for the case record.

These provisions will be effective as of today's date and staff should begin using the new form immediately. The Incarcerated Parent's Child Status Report, CS-2A, is now available on EForms and the CD desktop. [Section 4 Chapter 7 Attachment B](#) has been modified to reflect the changes outlined in this memorandum.

NECESSARY ACTION:

1. Review this memorandum with all Children's Division staff.
2. Review revised Child Welfare Manual chapters as indicated below.

<p>3. All questions should be cleared through normal supervisory channels and directed to:</p>	
<p>PDS CONTACT: Christy Collins (573) 751-9603 Christy.Collins@dss.mo.gov</p>	<p>PROGRAM MANAGER: Dena Driver (573) 751-3171 Dena.Driver@dss.mo.gov</p>
<p>CHILD WELFARE MANUAL REVISIONS: Section 4 Chapter 7 Attachment B Serving the Incarcerated Parent</p>	
<p>FORMS AND INSTRUCTIONS Incarcerated Parent's Child Status Report, CS-2A</p>	
<p>REFERENCE DOCUMENTS AND RESOURCES N/A</p>	
<p>RELATED STATUTE</p>	
<p>ADMINISTRATIVE RULE N/A</p>	
<p>COUNCIL ON ACCREDITATION (COA) STANDARDS Council on Accreditation Standard for Developing and Maintaining Connections Council on Accreditation Standard for Services for Parents</p>	
<p>CHILD AND FAMILY SERVICES REVIEW (CFSR) CFSR Instrument, Item 8, Reunification, guardianship, or placement with relatives CFSR Instrument, Item 13, Visiting with parents and siblings in foster care CFSR Instrument, Item 16, Relationship of child in care with parents CFSR Instrument, Item 17, Needs and services of child, parents, and foster parents CFSR Instrument, Item 18, Child and family involvement in case planning</p>	
<p>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</p>	
<p>FACES REQUIREMENTS N/A</p>	