

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

April 13, 2012

What's Inside:
CHILD CARE
SUMMER
AUTHORIZATIONS

M E M O R A N D U M

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

FROM: CANDACE A. SHIVELY, DIRECTOR
CHILDREN'S DIVISION

ALYSON CAMPBELL, DIRECTOR
FAMILY SUPPORT DIVISION

SUBJECT: CHILD CARE SUMMER AUTHORIZATIONS

DISCUSSION:

The purpose of this memorandum is to remind staff schools will be letting out for the summer and parents/guardians may need increased child care for school age children. When contacted, staff is to discuss with parents/guardians their summer time child care needs. Also, staff should remind parents/guardians if their child care needs change, they should contact their local Family Support Division or Children's Division worker immediately. DSS will only pay for authorized units of care.

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:

PDS CONTACT

Brenda LaBella
573-522-9095
Brenda.LaBella@dss.mo.gov

PROGRAM MANAGER

Alicia Jenkins
573-751-6793
Alicia.Jenkins@dss.mo.gov

CHILD CARE MANUAL REVISIONS N/A
FORMS AND INSTRUCTIONS N/A
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 - Yes Social and Emotional Competence of Children – N/A
FACES REQUIREMENTS N/A