

## DEPARTMENT OF SOCIAL SERVICES

## CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

January 7, 2013

MEMORANDUM**What's Inside:**Use of  
Psychotropic  
Medications

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

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: PSYCHOTROPIC MEDICATIONS

## DISCUSSION:

The purpose of this memorandum is to inform staff of a new protocol to monitor the appropriate use of psychotropic medications for children in foster care. Children in foster care often have emotional and behavioral challenges as a result of maltreatment and trauma, and many receive psychotropic medications to manage their symptoms. Because of the vulnerability of children who have experienced maltreatment, the use of these medications must be managed with care to keep children safe. Federal law requires the Children's Division to develop a plan for the appropriate use and monitoring of psychotropic medications.

The Children's Division, MO HealthNet Division, and the Department of Mental Health have been working together to review psychotropic medication utilization for children in foster care. As a result, a second opinion procedure has been adopted for foster children prescribed five or more psychotropic medications and/or prescribed two or more antipsychotic medications. Prescribers will receive a letter outlining the identified concern and the prescriber will be asked to submit records to be reviewed by a board certified child psychiatrist. After the records are evaluated, the reviewer will offer recommendations regarding the use of psychotropic medications to the prescriber. If the prescriber is in agreement with the recommendations, no further steps are required. If the prescriber wishes to discuss the recommendations with the reviewer, a phone call will be arranged by the reviewer.

As the state continues to review the use of psychotropic medications for children in foster care, additional policies, procedures, and resources may be put in place to ensure safe and effective treatment of children. This process was developed for medication examination in the foster care population; however, it is important to monitor the use of psychotropic medications for all the children we serve.

A [letter](#) will be sent to prescribers notifying them of the second opinion process. Please share the information contained in the letter with resource providers and biological

parents who may benefit from the information. The second opinion process will begin in January 2013.

<b>NECESSARY ACTION:</b>	
<ol style="list-style-type: none"> <li>1. Review this memorandum with all Children’s Division staff.</li> <li>2. All questions should be cleared through normal supervisory channels and directed to:</li> </ol>	
<b>PDS CONTACT:</b> Christy Collins (573) 751-9603 <a href="mailto:Christy.Collins@dss.mo.gov">Christy.Collins@dss.mo.gov</a>	<b>PROGRAM MANAGER:</b> Marta Halter (573) 751-3171 <a href="mailto:Marta.Halter@dss.mo.gov">Marta.Halter@dss.mo.gov</a>
<b>CHILD WELFARE MANUAL REVISIONS:</b> N/A	
<b>FORMS AND INSTRUCTIONS</b> N/A	
<b>REFERENCE DOCUMENTS AND RESOURCES</b> N/A	
<b>RELATED STATUTE</b> N/A	
<b>ADMINISTRATIVE RULE</b> N/A	
<b>COUNCIL ON ACCREDITATION (COA) STANDARDS</b> N/A	
<b>CHILD AND FAMILY SERVICES REVIEW (CFSR)</b> N/A	
<b>PROTECTIVE FACTORS</b> 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	
<b>FACES REQUIREMENTS</b> N/A	