

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

May 31, 2013

M E M O R A N D U M

<p><u>What's Inside:</u> Revised Foster Care Cooperative Agreements</p>

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

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: Revised Foster Care Cooperative Agreements

DISCUSSION:

The purpose of this memorandum is to introduce revised foster care cooperative agreements and amendments including the following:

- To notify the Children's Division when the resource provider receives any payment in excess of the amount the resource provider is entitled, including any payments that are received when the child is not placed in the resource provider's home.
- To cooperate with the Children's Division's right to recover any overpayments found during the course of an audit or other review by recoupment, repayment, or any other collection method allowed by law or Children's Division policy
- To repay the division by recoupment from future payments owed to the provider, repayment by the provider, or any other collection method allowed by statute, regulation or Children's Division policy once an overpayment has been established.
- It is the intention of the Department of Social Services to move all payments to direct deposit/electronic fund transfer; therefore, enrollment in direct deposit is strongly encouraged
- The Children's Division has the right to recover any overpayments by recoupment, repayment, or any other collection method allowed by statute, regulation or Children's Division policy.

The ten (10) revised documents are located on the Children's Division forms desk top. Destroy any unused copies dated prior to this memorandum.

Utilization of the revised agreements for newly opened resource providers should begin upon publication date of this memorandum, May 31, 2013.

All currently active cooperative agreements will remain valid until the provider's license or approval expires. Resource providers are required to sign the revised agreements at the time of their license or approval renewal. All of the revised forms should be in place by May 31, 2015.

All agreements received by the Purchasing Unit on the old documents will be rejected and returned beginning July 1, 2013.

NECESSARY ACTION	
<ol style="list-style-type: none"> 1. Review this memorandum with all Children's Division staff. 2. Review revised Cooperative Agreements as indicated below. 3. All questions should be cleared through normal supervisory channels and directed to: 	
PDS CONTACT Elizabeth Tattershall 573-522-1191 Elizabeth.Tattershall@dss.mo.gov	PROGRAM MANAGER Amy Martin 573-526-8040 Amy.L.Martin@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS	
N/A	
FORMS AND INSTRUCTIONS	
Children's Division Desk Top CM-3, Cooperative Agreement For The Purchase of Foster Care Services CM-6, Cooperative Agreement for the Purchase of Foster/Adoptive Care Services CM-8, Cooperative Agreement for the Purchase of Elevated Needs Level B Foster Care Services CM-9, Cooperative Agreement for the Purchase of Respite Care for Elevated Needs Level B Resource Parents CM-10, Cooperative Agreement for the Purchase of Foster Respite Care Services CM-11, Cooperative Agreement for the Purchase of Emergency Foster Care Services CM-12, Cooperative Agreement for the Purchase of Transitional Living Program Advocate Services CM-14, Cooperative Agreement for the Purchase of Professional Parenting Services Amendment to Provide Level A Foster Care Amendment to Provide Medical Foster Care	
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 N/A

Parental Resilience

Social Connections

Knowledge of Parenting and Child Development

Concrete Support in Times of Need

Social and Emotional Competence of Children

FACES REQUIREMENTS

N/A