

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

March 14, 2016

M E M O R A N D U M

What's Inside:
Licensing of Family
Foster Home Rules,
13 CSR 35-60

TO: REGIONAL DIRECTORS, CIRCUIT MANAGERS, PROGRAM MANAGERS, FIELD SUPPORT MANAGERS AND SUPERVISORS

FROM: TIM DECKER, DIRECTOR

SUBJECT: LICENSING OF FAMILY FOSTER HOME RULES, 13 CSR 35-60

DISCUSSION:

The purpose of this memorandum is to notify staff the Licensing of Foster Family Homes Rules, [13 CSR 35-60](#), have been amended. The amended rules are posted on the Missouri Secretary of State Code of State Administrative Regulations page. The amendments to the licensing rules include:

13CSR 35-60.010

- The addition of term definitions
- The reorganization of the section including relocating license denial and revocation process to a new section

13 CSR 35-60.020

- The maximum number of children living in a resource home is five
- The maximum number of youth identified as needing elevated needs services (level A, level B and medical) in an approved resource home is two

13 CSR 35-60.040

- Foster youth shall not sleep in a bedroom of an adult age twenty-one (21) years and older

13 CSR 35-60.050

- Resource parents must notify the division or its contractor of change in household composition and any criminal activity

13 CSR 35-60.080

This is a new section of the licensing rules which supports policy by identifying the licensing standards that may be waived for relative resource providers (RH) to become licensed, including:

- 13 CSR 35-60.020 (1), Maximum number of children in the home
- 13 CSR 35-60.020 (2), Limits on number of children under the age of five
- 13 CSR 35-60.020 (3), Limits on number of elevated needs foster youth
- 13 CSR 35-60.030 (1), Minimum age of 21
- 13 CSR 35-60.030 (4)(A), Physician statement and all immunizations up-to-date at initial licensure and renewal for all household members
- 13 CSR 35-60.030 (4)(B), Physician determination that all household members are in good physical and mental health
- 13 CSR 35-60.030 (5)(B), Required 30 hours of in-service training hours for license renewal
- 13 CSR 35-60.040 (1)(A), Location of sleeping room
- 13 CSR 35-60.040 (1)(B), Location of sleeping room
- 13 CSR 35-60.040 (2)(D), Opposite sex in same room
- 13 CSR 35-60.040 (2)(E), No foster youth sleep in same room with adult age 21 and older
- 13 CSR 35-60.040 (2)(F), No foster youth age 2 and over sleep in same room with relative provider
- 13 CSR 35-60.040 (2)(I), Drawer and Closet space specifications

13 CSR 35-60.090

This is a new section of the licensing rules providing legal support for denial and revocation process of a resource home license. The denial and revocation section was removed from 13 CSR 35-60.010 and expanded with greater detail to support policy. Changes to policy include:

- No licensee or applicant may reapply for a license within one year from the date of denial or revocation

13 CSR 35-60.100

This is a new section of the licensing rules regarding youth identified as having elevated medical needs and the resource providers who provide the foster care services. The rule supports current policy in the Child Welfare Manual.

13 CSR 35-60.110

This is a new section of the licensing rules which provides the support for removing a resource parent from a two parent license.

Any policy revisions necessary to comply with the amended rules are identified in this memorandum and are effective as of publication date of the amended licensing rules.

NECESSARY ACTION	
<ol style="list-style-type: none"> 1. Review this memorandum with all Children’s Division staff. 2. Review revised Child Welfare Manual chapters 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 573-751-3171 Amy.L.Martin@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Guide for Conducting Resource Provider Family Assessments, 6.3.A Conducting Resource Home Renewal, 6.3.5 Reopening a Close Resource Provider, 6.3.6 Agency Arranged Relative or Kinship Care Due to the Children’s Division Legal Custody, Licensure Procedure, 4.12.3.3	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES N/A	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE Licensing of Foster Family Homes, 13 CSR 35-60	
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	