

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

September 21, 2017

M E M O R A N D U M

**What's Inside:**  
**Updated IM-30**  
**UCCW**

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: TIM DECKER, DIRECTOR, CHILDREN'S DIVISION  
PAT LUEBBERING, DIRECTOR, FAMILY SUPPORT DIVISION

SUBJECT: UPDATED IM-30UCCW CHILD CARE UNITS OF CARE  
WORKSHEET

DISCUSSION:

The purpose of this memo is to announce changes to the IM-30 Child Care Units of Care Worksheet.

A fulltime unit of care changed from up to 10 hours to up to 12 hours in the new Child Care Subsidy manual. The IM-30 UCCW used old language. Early Childhood and Prevention Services Section updated language to reflect the current fulltime hours to not confuse staff.

<b>NECESSARY ACTION</b>	
1. Review this memorandum with all Family Support Division staff. 2. Replace any saved IM-30 UCCW forms 3. All questions should be cleared through normal supervisory channels and directed to:	
<b>PDS/MAS II CONTACT</b> Justin Logan 573-751-2037 <a href="mailto:Justin.C.Logan@dss.mo.gov">Justin.C.Logan@dss.mo.gov</a>	<b>PROGRAM MANAGER</b> Marianne Dawson 573-751-6793 <a href="mailto:Marianne.A.Dawson@dss.mo.gov">Marianne.A.Dawson@dss.mo.gov</a>
<b>CHILD CARE SUBSIDY PROGRAM MANUAL REVISIONS</b> N/A	
<b>FORMS AND INSTRUCTIONS</b> <a href="#">IM-30 UCCW</a>	

<b>REFERENCE DOCUMENTS AND RESOURCES</b>
N/A
<b>RELATED STATUTE</b>
N/A