



# Practice Points

## Search Engine for the Child Welfare Manual

In response to a statewide CQI request, improvements were made to the Child Welfare Manual search box that is used when conducting searches of the Child Welfare Manual. The **Advanced Search** and **Search Help** features (circled below in red) are now more legible.

**Advanced Search** allows you to enter in key words or phrases to enhance the likelihood of finding what you are looking for. **Search Help** introduces basic search concepts and describes advanced techniques that produce more efficient search results.

The screenshot shows the Missouri Department of Social Services website. The main navigation bar includes links for Home, Children, Families, Health Care, Youth, and Local Offices. Below this, there is a search box with a 'Search' button. The search results area is titled 'Child Welfare Manual' and includes a 'Search Child Welfare Manual' input field with a 'Search' button. Below the search box, the links 'Advanced Search' and 'Search Help' are circled in red. The page also features a 'Table of Contents' section with links to various sections of the manual.

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