

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

July 26, 2019

M E M O R A N D U M

TO: CHILDREN'S DIVISION AND CONTRACTED STAFF  
FROM: DAVID B. KURT, DIRECTOR  
SUBJECT: REVISIONS TO RESOURCE HOME CAPACITY EXCEPTION  
APPROVAL TRACKING FORM, CD-157  
DISCUSSION:

The purpose of this memorandum is to introduce revisions to the Resource Home Capacity Exception Approval Form, CD-157 and to advise staff of the discontinuation of the Placement Exception Form, CD-201.

The CD-157 was introduced with memo CD19-16 as the mechanism to obtain approval for and track when a worker needs to place more than the limit of six children in a traditional resource home.

The revisions to the form include the addition of required information to obtain approval and track resource homes approved to provide elevated needs foster care services for more than four children in the home.

The revisions include the approval of the following situations with detail information regarding family capacities and ability to assure safety.

- e. To allow a home to care for more than two (2) children under the age of two;
- f. To allow a home to care for more than four (4) children under the age of five;
- g. To allow placement in a home approved to provide elevated needs to care for more than four (4) total children in the home;
- h. To placement of more than two (2) children with elevated needs in the elevated needs resource home.

A result of the revision of the CD-157 is the discontinuation of Exception form, CD-201.

<b>NECESSARY ACTION</b>	
<ol style="list-style-type: none"> <li>1. Review this memorandum with all Children’s Division staff.</li> <li>2. Review revised Child Welfare Manual chapters as indicated below.</li> <li>3. All questions should be cleared through normal supervisory channels and directed to:</li> </ol>	
<b>PDS CONTACT</b> Elizabeth Tattershall 573-522-1191 <a href="mailto:Elizabeth.Tattershall@dss.mo.gov">Elizabeth.Tattershall@dss.mo.gov</a>	<b>MANAGER CONTACT</b> Amy Martin 573-526-8040 <a href="mailto:Amy.L.Martin@dss.mo.gov">Amy.L.Martin@dss.mo.gov</a>
<b>CHILD WELFARE MANUAL REVISIONS</b> <a href="#">3.1.3 Guide for conducting Resource Provider Family Assessments, 6.3.1.3</a>	
<b><u>FORMS AND INSTRUCTIONS</u></b> Resource Home Capacity Exception Approval Tracking Form, CD-157 Resource Home Capacity Exception Approval Tracking Form, CD-157 Instructions	
<b>REFERENCE DOCUMENTS AND RESOURCES</b> N/A	
<b>RELATED STATUTE</b> N/A	