

DEPARTMENT OF SOCIAL SERVICES  
CHILDREN'S DIVISION  
P. O. BOX 88 JEFFERSON CITY, MISSOURI  
M E M O R A N D U M

TO: CHILDREN'S DIVISION  
FROM: JOAN ROGERS, INTERIM DIRECTOR  
SUBJECT: LEGAL ASPECTS TRAININGS FOR CIRCUIT MANAGERS AND SUPERVISORS

The purpose of this memorandum is to introduce the Legal Aspects training expectations and for circuit managers and supervisors. All circuit managers and supervisors will be expected to complete legal aspects training within the first six months of 2021. Circuit managers are expected to complete LA360 (CD000604), a comprehensive overview of legal aspects of investigations and foster care and adoption cases. LA360 is a two day course that will be held virtually during the month of January. There will be two LA360 classes offered. The first class will be January 11-12 and the second class will be January 21-22. These classes will be offered virtually. Please sign up for one of the two classes in the ELC.

Supervisors will be required to take a supervisory level course regarding either legal aspects investigations or legal aspects foster care and adoption. Supervisors over investigators must take the supervisory level of legal aspects investigations while supervisors over AC workers must take the supervisory level legal aspects of foster care and adoption cases. Each of these supervisory level courses are two days and will be held virtually. The dates of the offerings are as follows: Legal Aspects Investigations for Supervisors (CD000657): Dates: March 1-2, March 11-12, and May 17-18 and Legal Aspects Foster Care and Adoption for Supervisors (CD000658): Dates: March 22-23, April 1-2, and May 5-6. If you have taken the legal aspects course for your practice area during the calendar year January 2020 through Dec 2020, then you do not have to enroll in the legal aspects supervisory course.

All of these courses qualify for 210 training credit and 14 hours of LRD training. Each of these classes has the following prerequisites that **must** be completed prior to enrolling in the courses.

**LA360 Circuit Manager LA Training:** Dates: January 11-12 and January 21-22 (14 hours of LDR credit)

- LA Constitutional Law – CD000652
- LA Understanding Burdens of Proof and Standards of Evidence – CD000653
- LA Understanding Protective Custody – CD000618
- LA Relatives and Other Placements – CD000630
- LA Concurrent Planning – CD000633

**Legal Aspects Investigations for Supervisors:** Dates: March 1-2, March 11-12, and May 17-18 (14 hours of LDR credit)

- LA Constitutional Law – CD000652
- LA Understanding Burdens of Proof and Standards of Evidence – CD000653
- LA Understanding Protective Custody – CD000618

**Legal Aspects Foster Care and Adoption for Supervisors:** Dates: March 22-23, April 1-2, and May 5-6

(14 hours of LDR credit)

LA Constitutional Law – CD000652

LA Understanding Burdens of Proof and Standards of Evidence – CD000653

LA Relatives and Other Placements – CD000630

LA Concurrent Planning – CD000633

LA Understanding ICWA CD000634

<p><b>NECESSARY ACTION</b></p> <p>1. Review this memorandum with all Children’s Division staff.                  2. All questions should be cleared through normal supervisory channels and directed to:</p>	
<p><b>Legal Aspects Trainer</b>                  Karen Bickel                  Karen.bickel@dss.mo.gov</p>	<p><b>Legal Aspects Supervisor</b>                  Ellen Haynes                  Ellen.k.haynes@dss.mo.gov</p>
<p><b>CHILD WELFARE MANUAL REVISIONS</b>                  N/A</p>	
<p><b>FORMS AND INSTRUCTIONS</b>                  N/A</p>	
<p><b>REFERENCE DOCUMENTS AND RESOURCES</b>                  N/A</p>	
<p><b>Related Statute</b>                  N/A</p>	