

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 AND CONTRACTED STAFF

FROM: JOANIE ROGERS, INTERIM DIRECTOR

SUBJECT: FAMILY ASSESSMENT, JUVENILE ASSESSMENT, AND
NEWBORN CRISIS ASSESSMENT CONCLUSION TEMPLATES
AND CHANGES TO PRACTICE MODEL FOR CA/N REPORTS

DISCUSSION:

The purpose of this memorandum is to inform staff that a conclusion template has been developed for statewide use for Family Assessments, Juvenile Assessments, and Newborn Crisis Assessments as well as to inform staff of changes to the practice model related to CA/N Reports.

The conclusion templates shall be used on every Family Assessment, Juvenile Assessment and Newborn Crisis Assessment report completed. The templates shall be used in the Conclusion Summary section of the FACES Conclusion Screen. The templates can be found in the Child Welfare Manual in the corresponding report's section. The use of other circuit or regionally developed templates should be discontinued. Only the templates introduced in this memo should be utilized moving forward.

The CA/N Missouri Practice Model Workgroup that convened at the end of 2020 made a few recommendations related to Signs of Safety during Child Abuse/Neglect Reports. The most important component of Signs of Safety during a CA/N Report is utilizing a Questioning Approach. Staff are no longer required to utilize the Three Columns Mapping (CD-218) for contacts made during a CA/N Report. It was felt by the workgroup that documenting interviews in a traditional narrative format was vital to completing a thorough and easily understood CA/N Report. In addition, staff are no longer required to utilize any tools for working with children when completing a CA/N Report. These tools are now optional and may be useful when staff are having difficulty engaging children or introducing/exploring difficult topics with children.

<p>NECESSARY ACTION</p> <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: 	
<p>PDS CONTACT</p> <p>Cari Pointer Cari.A.Pointer@dss.mo.gov</p> <p>Tara Goins Tara.Goins@dss.mo.gov</p>	<p>MANAGER CONTACT</p> <p>Kara Wilcox Kara.B.Wilcox-Bauer@dss.mo.gov</p>
<p>CHILD WELFARE MANUAL REVISIONS</p> <p>Section 2, Chapter 5.4.3, Family Assessment Conclusion Summary Template</p> <p>Section 2, Chapter 5.5.7, Juvenile Assessment Conclusion Summary Template</p> <p>Section 2, Chapter 4.4, Newborn Crisis Assessments</p> <p>Section 2, Chapter 5.2.3, Reporter Contact</p> <p>Section 2, Chapter 5.2.5.2, Interviewing the Child</p> <p>Section 1, Chapter 6.2, Three Columns and Case Mapping</p>	
<p>FORMS AND INSTRUCTIONS</p> <p>Case Mapping Tool (CD-218) Instructions</p>	
<p>REFERENCE DOCUMENTS AND RESOURCES</p> <p>NA</p>	
<p>RELATED STATUTE</p> <p>NA</p>	