

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: WORKING WITH INCARCERATED PARENTS

DISCUSSION:

The purpose of this memorandum is to re-introduce policy for working with incarcerated parents of children in out-of-home care, as well as rescind memo CD10-14, and use of form CS-2A. The following policy has been modified to include information regarding working with incarcerated parents; Section 4, Chapter 6, Subsection 1, Subsection 2, Subsection 3; Section 4, Chapter 7, Subsection 2; and Section 4, Chapter 10, Subsection 3.

The Incarcerated Parent's Child Status Report, CS-2A, is no longer a required quarterly form. The Children's Service Worker will keep the incarcerated parent informed of the child's placement, development, and well-being through worker/parent visits, letters, and other appropriate communication methods. These updates should be documented clearly in FACES, and any written communication should be uploaded to OnBase.

NECESSARY ACTION	
<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: 	
PDS CONTACT	MANAGER CONTACT
Jessica Woodruff Jessica.Woodruff@dss.mo.gov	Kate Watson Kate.Watson@dss.mo.gov

<p>CHILD WELFARE MANUAL REVISIONS</p> <p>Section 4, Chapter 6 (Working with Parents), Subsection 1 – Initial Work with Parents</p> <p>Section 4, Chapter 6 (Working with Parents), Subsection 2 – Parent Assessment</p> <p>Section 4, Chapter 6 (Working with Parents), Subsection 3 – Ongoing Work with Parents</p> <p>Section 4, Chapter 7 (Family Support Teams), Subsection 2 – Composition of Family Support Teams</p> <p>Section 4, Chapter 10 (Case Management Activities), Subsection 3 – Visitation Between Parents, Children, and Siblings</p>
<p>FORMS AND INSTRUCTIONS</p> <p>N/A</p>
<p>REFERENCE DOCUMENTS AND RESOURCES</p> <p>N/A</p>
<p>RELATED STATUTE</p> <p>N/A</p>