

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: JOAN ROGERS, DIRECTOR

SUBJECT: Child Welfare Manual Revisions and Revised Forms

DISCUSSION:

The purpose of this memo is to introduce changes made to the Child Welfare Manual Resource Licensing Sections 4 and 6. Specifically, changes were made to:

Section 6, Chapter 3, Subsection 1, Subsection 3 **Guide for Conducting Resource Provider Family Assessments**

Section 6, Chapter 3, Subsection 1, Subsection 8 **Resource Family Assessment and Licensing Process**

Section 6, Chapter 3, Subsection 6 **Reopening a Closed Resource Provider**

Changes were made regarding sleeping arrangements, ammunition and weapons, and long-term gaps for Resource Parents.

The sleeping arrangements section now states that each foster child over the age of two (2) is provided with a safe sleeping space including sleeping supplies such as a mattress and linens, as appropriate for the child's needs and age and similar to other household members. The abuse and neglect history of each child should be taken into consideration before allowing them to share a bed with another child.

Any and all firearms and ammunition not being carried on one's person shall be stored in locked secured areas or cabinets with keys or other locking mechanisms so as to be inaccessible to children (ammunition no longer needs to be stored separately from weapons). Firearms and ammunition on one's person in the presence of a foster child shall be held in a secure holster and not accessible to children subject to the following: No firearms shall be present in any vehicle transporting foster children unless the firearms are: in a locked glovebox, in a locked container, or in a secure holster inaccessible to children, when carried or concealed on a person possessing a concealed carry permit.

If a Resource Home that closed in good standing decides they would like to re-open, the worker should conduct a new home study. If the home has been closed for a period in excess of two (2) years, applicants may be required to retake pre-service training. Complete the Professional Family Development Plan, CD-100. Any training that is needed in order to

ensure that the resource provider is capable of parenting foster youth and returning to the treatment team as a productive member must be completed before a placement is made in the home. This includes, but is not limited to **all** legislative and policy changes such as the Reasonable and Prudent Parenting Standard, CPR, First Aid, Psychotropic Medication Management, Informed Consent, Second hand smoke, etc.

The CD-45 now reflects the Universal Placement Letter, the Foster Parent Bill of Rights, updated sleeping protocols for children over the age of 2, updated weapons and ammunition requirements, and updated medication policy to include prescription, non-prescription and authorized medicine.

The CD-101 now reflects policy on storage of alcohol, prescriptions, non-prescriptions, authorized medicine, flammable liquids, matches, cleaning supplies, poisonous materials and other hazardous items.

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 Melissa Selsor 573-522-1191 Melissa.J.Selsor@dss.mo.gov	MANAGER CONTACT Amy Martin 573-526-8040 Amy.L.Martin@dss.mo.gov
CHILD WELFARE MANUAL Section 6, Chapter 3, Subsection 1, Subsection 3 Guide for Conducting Resource Provider Family Assessments Section 6, Chapter 3, Subsection 1, Subsection 8 Resource Family Assessment and Licensing Process Section 6, Chapter 3, Subsection 6 Reopening a Closed Resource Provider	
FORMS AND INSTRUCTIONS CS-45 CD-101	
REFERENCE DOCUMENTS AND RESOURCES (List or put N/A if not applicable.) N/A	
RELATED STATUTE (List or put N/A if not applicable.) N/A	