

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: ALL CHILDREN'S DIVISION STAFF
FROM: JOANIE ROGERS, INTERIM DIRECTOR
SUBJECT: HUMAN TRAFFICKING POLICY AND TRAINING

DISCUSSION:

The purpose of this memorandum is to inform staff of the implementation of enhanced Human Trafficking policy and response protocol, as well as the requirement for ALL Children's Division (CD) staff and contracted practitioners to complete the Introduction to Child Trafficking training and the Advanced Child Trafficking training. This policy applies to all children involved with Children's Division through all program lines and can be found in the Child Welfare Manual in Section 4 (Alternative Care), Chapter 4 (Working with Children), Sub-Section 4.6 (Special Populations- Human Trafficking).

Human Trafficking Policy and Response

The Federal Preventing Sex Trafficking and Strengthening Families Act of 2014 requires states to develop policies and procedures to screen, assess, identify, document and determine appropriate services for children who are at risk of or who are victims of sex trafficking. With the enhancement of CD Human Trafficking policy, procedure and training, all CD staff and contracted practitioners will be equipped to not only identify, interact, and respond to child victims of sex trafficking and sexual exploitation, but also victims of child labor trafficking.

As a result of the new policy and response protocol, CD staff and contracted practitioners will be required to use the CD-288 Human Trafficking Assessment Tool in the following circumstances:

- Within 24 hours for victim(s) and non-victim(s) listed on a CA/N report with allegations of human trafficking
- Within 24 hours of a child/youth in state custody returning from being on the run, missing, or abducted
- Within 24 hours for any child/youth that is involved with Children's Division through a CA/N report, FCS case, or AC case in which there is a suspicion of human trafficking, history of human trafficking, and/or new concerns of human trafficking
- Within 72 hours for children/youth that are involved with Children's Division through a CA/N report, FCS case, or AC case in which it is learned that there is a known history of running away from home/placement
- When a child's circumstances change or new information is learned about the child/youth which warrants the usage of a more comprehensive screening of human trafficking
- Immediately when imminent safety concerns are present in which there are immediate concerns for a child/youth being trafficked

Completion and content of the CD-288 must be documented in the narrative portion of FACES.

Child Trafficking Training

All CD staff and contracted practitioners (including field staff, supervisors and specialists) will be required to complete the Introduction to Human Trafficking training within six (6) months of employment. After staff have completed the required Introduction to Human Trafficking training, they will be required to complete the Advanced Human Trafficking training within nine (9) months of employment. The Advanced Human Trafficking training will serve as an enhanced education on how to identify, interact, and respond to survivors of Human Trafficking. Additionally, the training will inform staff of the proper usage of the CD-288 Human Trafficking Assessment Tool. All CD staff and supervisors will be required to attend these two trainings. CD staff should not use the CD-288 until they are fully trained. Supervisors should prioritize completion of both trainings in order to mentor and work with staff on the proper usage and implementation of the CD-288. Both trainings will be found on the

Employee Learning Center (ELC) in the training plans of all frontline staff and supervisors when they have been scheduled.

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: 	
PROGRAM SPECIALIST CONTACT Tara Goins Tara.Goins@dss.mo.gov	PROGRAM COORDINATOR CONTACT Kara Wilcox Kara.B.Wilcox-Bauer@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Section 4 (Alternative Care), Chapter 4 (Working with Children), Subsection 4.6 (Special Populations- Human Trafficking)	
FORMS AND INSTRUCTIONS CD-288 Human Trafficking Assessment Tool	
REFERENCE DOCUMENTS AND RESOURCES N/A	
RELATED STATUTE N/A	