

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: DARRELL MISSEY, DIRECTOR
SUBJECT: PATERNITY TESTING MANUAL CHANGES

DISCUSSION: The purpose of this memo is to inform Children's Division staff of the changes made to the Child Welfare Manual Section 7.2.9 Paternity Testing Contract.

Children's Division staff that complete the 201-AC to establish paternity through Family Support Division will include their Regional Liaison when submitting the 201-AC packet. This includes the CD Eligibility Analysts submitting the 201-AC for children coming into Alternative Care.

CD Regional Liaisons will begin receiving on all correspondence sent back to the case manager after the first attempt by FSD to get missing or changed information. The Regional Liaison will be able to determine if the case manager has changed and forward the request to the new case manager and/or supervisor.

CD Regional Liaisons will also be copied on all test results from FSD and maintain an electronic copy of the results.

NECESSARY ACTION

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 Nancy L. Reid, M.Ed., LPC, PS Nancy.L.Reid@dss.mo.gov 573-522-2316	MANAGER CONTACT Kara Wilcox Kara.B.Wilcox@dss.mo.gov 573-526-9707
CHILD WELFARE MANUAL REVISIONS (List or put N/A if not applicable.) Section 7.2.9	
FORMS AND INSTRUCTIONS (List or put N/A if not applicable.)	
REFERENCE DOCUMENTS AND RESOURCES (List or put N/A if not applicable.)	
RELATED STATUTE (List or put N/A if not applicable.)	