

Memorandum

CDP26-21

DATE: August 31, 2026

TO: Children's Division and Foster Care Case Management

FROM: Sara Smith, Children's Division Director

SUBJECT: **Residential Rehabilitative Admissions**

OVERVIEW:

This policy memorandum temporarily replaces the process to secure residential treatment for children in CD custody outlined in CWM 4.2.3 Residential Rehabilitative Services effective until February 1, 2027, or the policy section is updated.

Core Operational Changes:

- **QRTP Placements:** Placement in a Qualified Residential Treatment Program (QRTP) may now occur immediately upon RCST approval **prior** to the completion of the Independent Assessment (IA). The IA must be completed within 30 days of placement.
- **PRTF Placements:** Psychiatric Residential Treatment Facility (PRTF) placement does **not** require an IA prior to admission and can occur directly with RCST approval. The RCST will evaluate the need for an IA within 30 days post-placement.
- **Placement Disruptions:** If a residential placement is disrupted (via immediate crisis or 30-day notice), the RCST will review the most recent IA (if completed within the last 6 months) to evaluate if a higher level of care is required and actively assist in identifying new placement.

Process Overview:

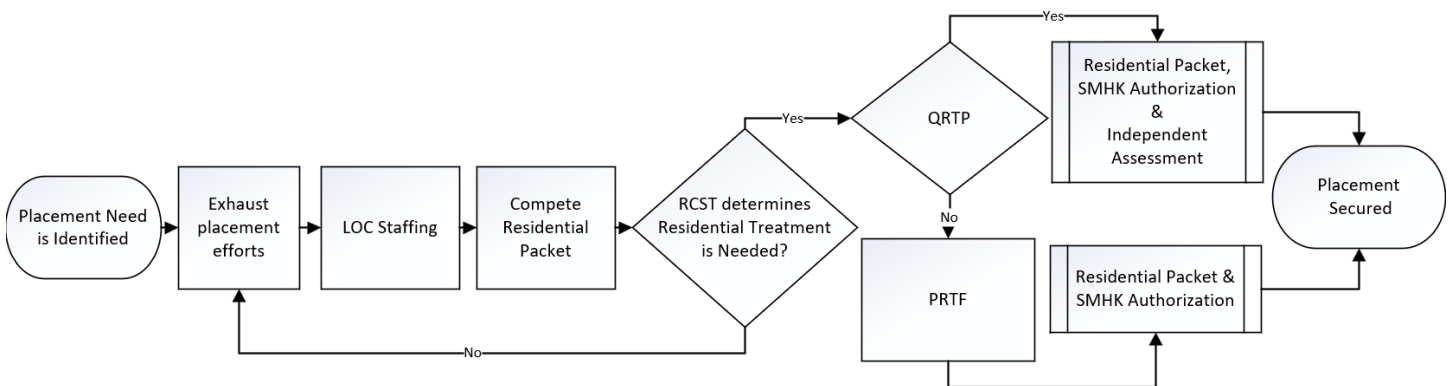
Once a placement need is identified for a child, the worker first exhausts all relevant community-based placement efforts. When these initial placement efforts prove insufficient and a clinical need is identified, the process advances through several key sequential stages:

1. **Discovery:** A Level of Care (LOC) Staffing is convened to assess the need for treatment, and a complete Residential Packet is compiled.
2. **Review and Recommendation:** The RCST Coordinator reviews the compiled packet to determine if a residential treatment placement is the necessary and appropriate next step for the child.
3. **Determination of Treatment Type:** Upon an RCST Coordinator recommendation for treatment, the RCST Coordinator first pursues placement in a Qualified Residential Treatment Program (QRTP). This pathway requires LOC Staffing, the submission of the Residential Packet, and the RCST approval form

to secure a SMHK (Show-Me Healthy Kids) authorization. The completion of an Independent Assessment is finalized within 30 days of placement.

4. **Alternative Pathway:** If a child is not placed within a QRTP, the process shifts for the RCST to seek a placement within a Psychiatric Residential Treatment Facility (PRTF), which requires the LOC Staffing, Residential Packet, and the RCST approval form to secure a SMHK authorization.

The admission process is successfully concluded once a confirmed placement is secured. Following admission into a PRTF, a 30-day monitoring is completed by the RCST Coordinator to verify if this level of treatment remains.



For questions or concerns, please contact:

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CHILD WELFARE MANUAL POLICY AND/OR COLLATERAL DOCUMENTATION:

[CWM 4.2.3 Residential Rehabilitative Services](#)

[CWM 4.2.9 Residential Care Screening Team Coordinator Responsibilities](#)

[Show Me Healthy Kids, Residential Authorization Readiness Checklist](#)

[Updates to the RCST Policy YouTube Video](#)

NECESSARY ACTION:

1. Review this memorandum with all Children's Division and Foster Care Case Management team members.
2. Review Child Welfare Manual chapters and forms as indicated above.