

**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
DIVISION OF FAMILY AND CHILDREN'S SERVICES**

Cover Memorandum accompanying the May 9, 2007 filing of Adoption Rule-Final Notice by the Division of Family and Children's Services issuing new Supervisory Administrative Review policy for its policy manual.

Listed below is new policy establishing Supervisory Administrative Review policy for the Mississippi Department of Human Services, Division of Family and Children's Services. This new policy has been added to Administration, Protection and Placement in Volume IV policy manual.

1. Proposed Rule:

The COR Supervisor will be in charge of completing a Supervisory Administrative Review (SAR) on all open cases regardless of the service type in their county. A mandatory SAR shall be completed within 90 days of the case opening in order to meet the requirements of Section 43-15-13(3) of the Mississippi Code.

The Adoption and Safe Families Act of 1997 (Public Law 105-89), Section 103(E) discusses that in cases where children have been in foster care and under the responsibility of the state for 15 of the most recent 22 months a petition to terminate parental rights shall be filed unless compelling reasons are determined that filing such a petition would not be in the best interest of the child. Therefore, the agency requires a second SAR to be completed at this 15 month interval, especially on children who remain in custody of the state. If a Prevention or Protection case remains open after 15 months, the Supervisor should review the case to determine the reason. A Supervisor may conduct a random SAR on a case to evaluate the progress or lack thereof.

As part of the SAR, the Supervisor will review the electronic and paper files of a case as well as conduct an individual conference with the assigned Worker. This review is to ensure progress is being made toward completion of the service goals.

Any SAR completed by the Supervisor shall be printed, signed and filed in the paper case.

Current Rule:

None