**Section 302.50 Functions in Support of Services**

a) Services are delivered to children and their families in order to achieve the stated service goals. These services are provided directly by Department staff or through purchase of services. In addition, Department staff perform clearly defined functions which are the supportive framework necessary for the delivery of services. These functions include:

1) receipt of and investigation of reports of child abuse or neglect;

2) intake assessment of child and family needs;

3) planning for service provisions and arranging for appropriate services;

4) recruitment, study, approval and licensing of child care facilities;

5) initiating steps for court proceedings and/or legal guardianship;

6) arranging for payment for services purchased by or provided by the Department;

7) evaluating and monitoring services provided directly or purchased;

8) recruiting or securing service providers;

9) record keeping; and

10) service termination and follow up.

b) Additionally, both purchase of service and Department staff perform those supportive functions which are integral to a specific service.