

IN THE FAMILY COURT OF ST. LOUIS COUNTY
STATE OF MISSOURI

FAMILY COURT ADMINISTRATIVE JUDGE ORDER NO. 181

**ORDER AUTHORIZING USE OF AGENCY IDENTIFICATION FOR PURPOSES OF
ELECTRONIC FILING FOR MISSOURI CHILDREN'S DIVISION, JUVENILE
OFFICE AND COURT APPOINTED SPECIAL ADVOCATES (CASA)**

The St. Louis County Children's Division, their representatives, the Juvenile Office and Court Appointed Special Advocates (CASA) representatives are hereby authorized to utilize an Agency Identification, developed and assigned by the Office of State Courts Administrator (OSCA), for the purpose of enabling the St. Louis County Children's Division personnel, their representatives, the Juvenile Office and CASA representatives to electronically file the documents listed on Attachment A to this Order through the Missouri E-Filing System.

Additionally, this Court finds Children's Division is a covered entity under the Health Insurance Portability and Accountability Act (HIPAA), 45 C.F.R. Part 160 et seq., and records and/or information that may be held by the Division concerning confidential drug and/or alcohol treatment, or for any medical, psychological, or psychiatric treatment are confidential and cannot be released unless authorized by Court Order entered pursuant to procedures set out at 42 C.F.R. §2.61 et seq; 42 U.S.C. §§290dd-2. This Court further finds that the "PHI" (Personal Health Information) is relevant to the issues in the juvenile cases currently pending in St. Louis County Family Court, Juvenile Division and disclosure therefore is reasonably necessary for purposes of determining issues related to the welfare of the juveniles in these causes. Accordingly, **IT IS HEREBY ORDERED** that Children's Division and its representatives shall produce and disclose without redacting "PHI" any documentation within the control of the Children's Division subject to discovery pursuant to Supreme Court Rule 123.08, court reports and other documents that Children's Division intends to submit to the Court via e-filing.

IT IS FURTHER ORDERED that the disclosures shall be made on the following conditions:


1. The parties or persons receiving the records and/or information pursuant to this order are prohibited from issuing or disclosing the same for any purpose other than the litigation or proceeding for which the information is requested, pursuant to 45 C.F.R. §164.512(e)(1)(v)(A), 42 C.F.R. Part 2.1, Section 211.319, RSMo; and Section 211.321 RSMo;
2. The documents and information, subject to this Order, may not be disclosed to the media, to anyone not involved in the prosecution or defense of this case, or to the general public, and may not be posted on the internet, or anywhere else;
3. The parties are ordered to warn and admonish all people who are given access to the confidential documents and information contained therein not to disclose said documents and information to persons not associated directly with this case;
4. The confidential documents and information contained therein shall not be disclosed, disseminated, or referred to by the parties, their counsel, or experts in any other case, controversy, or cause of action; and
5. That Children's Division is authorized to redact any information which may identify a reporter to the child abuse and neglect hotline pursuant to Section 210.150 RSMo., DCN and social security numbers pursuant to Section 610.035 RSMo., and any additional identifying information that may cause a person's life or safety to be in danger pursuant to Section 210.150.3(2) RSMo., any records relating to welfare cases of any person or child(ren) not the juvenile or their parents pursuant to Section 610.021(8) RSMo., all information regarding public benefits as it relates to any person or children not the juvenile or their parents pursuant to Section 208.120.1 RSMo., and any information

protected by state/federal law or regulation pertaining to individuals or children not the juvenile or their parents.

6. The parties or persons receiving the records and/or information pursuant to this Order shall either return the records and/or information disclosed pursuant to this order to the sending party or destroy all of the records and/or information (including all copies made) at the end of the litigation or proceeding pursuant to 45 C.F.R. §164.512(e)(1)(v)(B), 42 C.F.R. Part 2.1, Section 211.319 and Section 211.321 RSMo. This return or destruction is limited by any applicable court rules requiring members of the Bar to retain documents received in litigation for a specified period of time. At the conclusion of such time period, the records and/or information are to be returned or destroyed as noted above.

This Order shall remain in effect until further order of the Court.

SO ORDERED this 3rd day of March, 2020



Sandra Farragut-Hemphill
Administrative Judge
St. Louis County Family Court

ATTACHMENT A

LIST OF DOCUMENTS FOR ELECTRONIC FILING BY MISSOURI CHILDREN'S DIVISION, JUVENILE OFFICE AND COURT APPOINTED SPECIAL ADVOCATES (CASA)

1. **St. Louis County Children's Division and their representatives:** Court reports and recommendations for permanency and services, along with the supporting documentation, including but not limited to: reports from service providers, therapy reports, treatment reports, genetic testing results, reports regarding drug and alcohol testing, school records, Children's Division records, police reports, any and all documentation relevant to compliance with court ordered services, services required as part of a written service agreement, safety plan, and/or recommended by a treating mental or physical health care provider or substance abuse treatment facility, proof of employment, proof of residency, or other community partner involved in the provision of services to children and families involved in the St. Louis County Family Court, Juvenile Division and gathered as part of the case management and/or investigation by the Children's Division of the juvenile case for which it is being submitted.
2. **Deputy Juvenile Officer:** Court reports and recommendations for permanency and services, along with the supporting documentation, including but not limited to: reports from service providers, therapy reports, treatment reports, genetic testing results, reports regarding drug and alcohol testing, school records, police reports, any and all documentation relevant to compliance with court ordered services, services required as part of a written service agreement, safety plan, and/or recommended by a treating mental or physical health care provider or substance abuse treatment facility, proof of employment, proof of residency, or other community partner involved in the provision of services to children and families involved in the St. Louis County Family Court, Juvenile Division and gathered as part of the duties of the Juvenile Office of the juvenile case for which it is being submitted.
3. **Court Appointed Special Advocate (CASA):** Court reports and/or letters generated as part of the duties of the CASA volunteer assigned to the juvenile case for which it is being submitted.