

CHANGE NOTICE FOR MANUAL 05-2008

DATE: **June 5, 2008**

MANUAL: **Family Services Manual, Volume 1: Children's Services, Chapter IV: 1201, Child Placement Services, Chapter V: Jurisdiction in Child Welfare, Chapter VIII: Child Protective Services Section 1400, 1406, 1407, 1408, 1409, 1411, 1418,**

TO: **County Directors of Social Services**

ATTENTION: **Child Welfare Program Managers and Supervisors
Child Welfare Social Workers**

RE: **Program Improvement Policy Changes**

EFFECTIVE: **Immediately**

Attached to this letter are the revisions made to Chapter IV: Child Placement Services, Chapter V: Jurisdiction in Child Welfare, and Chapter VIII, Child Protective Services. These changes are a direct result of the Division's approved Program Improvement Plan (PIP). The North Carolina Association of County Directors of Social Services Executive Committee has approved these changes. **These revisions to the manuals are being sent to you via e-mail and will only be posted on-line. There are additional policy changes that are forthcoming over the next several months. As these changes to policy are completed and approved, they also will be sent via e-mail and posted on-line. Once all of the policy changes are completed and approved, the Division will send each county a full set of hard copies for all of these changes at that time.**

Revised policy in Chapter V, Jurisdiction in Child Welfare, provides updated guidance on screening of reports for another county department of social services and sending notices. System of Care language was also added.

The only revision to Chapter VIII, Sections 1400, Purpose and Philosophy, 1406, Administration and Staffing, 1409, Domestic Violence and 1411, Safe Surrender was the addition of System of Care language.

Revised policy in Chapter VIII, Section 1407, Structured Intake, provides updated guidance on how Chapter V, Jurisdiction in Child Welfare affects intake, caretaker definition, American Indian Heritage and engaging fathers. There were questions added to the Substance Abuse Screening tool regarding Methamphetamine Laboratories. Policy was changed concerning providing alcohol and drugs to a juvenile. This was removed from Moral Turpitude and placed in Improper Care under Neglect. This change was made because of appellate ruling (*In re M.G.*, ___ N.C. App. ___.653 S.E.2d 581 (2007)) that said providing drugs and alcohol to a juvenile does not meet the definition of moral turpitude, but does meet the definition of neglect. There was clarification added regarding the definition of domestic violence and the child being present. Changes were made to the

DSS-1402 form to reflect the changes made in the policy. System of Care language was also added to the policy in this section.

Revised policy in Chapter VIII, Section 1408, Investigative and Family Assessments provides information on how to access the Civil Case Processing System (VCAP), updated guidance and information regarding American Indian heritage, engaging fathers and paternal relatives, non-custodial parents, using drug screens and visiting safety resources in another county. There was also clarification added about Services Recommended, Services Provided, Protective Services No Longer Needed and Services Not Recommended findings in a Family Assessment. System of Care language was added.

Revised policy in Chapter VIII, Section 1418, Investigative Assessments in Child Care Facilities, clarifies that the county where the center is located is responsible for the Investigative Assessment, not where the child resides.

The revised policy in Chapter IV: 1201 Child Placement Manual has incorporated the Child Welfare Standards, System of Care language and MRS language and policies, particularly around Child and Family Teams. A focus has been added on the importance of placing children under the age of 12 in a family foster home rather than group care, involving the non-custodial parents and their relatives and maintaining a medical home for children in foster care. A requirement has been added to consider in-state and out-of-state permanent placement options and clarification on giving custody to relatives when DSS has never had custody. Increased attention has been given to the Indian Child Welfare Act and new guidance has been given on providing information on the HIV status of children to placement providers. Minimum requirements have been added for the development of a child-specific strategy of recruitment of an adoptive home. Children must be provided copies of their health and education records when they exit care at eighteen. The child must be consulted in an age appropriate manner about any permanency plans at any hearing or review.


Please ensure that all staff members who have child welfare responsibility are provided copies of this material or can access it via the DSS web site. The Division of Social Services on-line manual web address is: <http://info.dhhs.state.nc.us/olm/manuals/dss>.

Should you have any questions regarding these changes, please contact you Children's Program Representative, Work First/CPS Policy at 919-733-4622 or the Foster Care and Adoption Policy team at 919-733-9464.

Instructions:

Remove	Insert
Chapter VIII 1400	Chapter VIII 1400
Chapter VIII 1406	Chapter VIII 1406
Chapter VIII 1407	Chapter VIII 1407
Chapter VIII 1408	Chapter VIII 1408
Chapter VIII 1409	Chapter VIII 1409
Chapter VIII 1411	Chapter VIII 1411
Chapter VIII 1418	Chapter VIII 1418
Chapter V	Chapter V
Child Placement 1201	Placement 1201

Sincerely,



Charisse Johnson, Chief
Family Support and Child Welfare Services

CJ:lme

Attachments:

- [Chapter VIII 1400](#)
- [Chapter VIII 1406](#)
- [Chapter VIII 1407](#)
- [Chapter VIII 1408](#)
- [Chapter VIII 1409](#)
- [Chapter VIII 1411](#)
- [Chapter VIII 1418](#)
- [Placement 1201](#)

cc: Sherry Bradsher
Jo Ann Lamm
Sarah Barham
Family Support and Child Welfare Team Leaders
Children's Programs Representatives
Local Business Liaisons
Hank Bowers