

**DSS ADMINISTRATIVE LETTER
CHILD WELFARE SERVICES CWS-AL-01-10**

TO: COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION: CHILDREN'S SERVICES PROGRAM MANAGERS AND SUPERVISORS
CHILDREN'S SERVICES SOCIAL WORKERS**

DATE: February 16, 2010

SUBJECT: REVISED STRUCTURED DECISION MAKING TOOLS

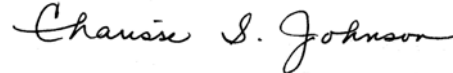
EFFECTIVE DATE: March 1, 2010

The statewide implementation date for the revised Structured Decision Making (SDM) Tools is March 1, 2010. The interactive revised tools will be available on the [Division of Social Services Forms website](#) on this date. At this time, PDF versions of the documents can be found at the above link and are included in the email concerning this letter.

The Division of Social Services held several regional training events supporting implementation of the revised Structured Decision Making Tools. Frequently asked questions from the participants in the work group and training events were accumulated and documented as part of the attached "Question and Answer" document to help provide further guidance and clarification.

If you have any questions concerning the implementation of the revised Structured Decision Making Tools, please contact your Children's Program Representative.

Sincerely,



Charisse S. Johnson, Chief
Child Welfare Services

Attachments – Email Only

Question and Answer Document
DSS-5230 Family Risk Assessment
DSS-5226 Family Risk Reassessment
DSS-5227 Family Reunification Assessment
DSS-5229 Family Assessment of Strengths and Needs
DSS-5228 Case Decision Summary/Initial Case Plan

cc: Sherry S. Bradsher
Sarah Barham
Child Welfare Services Team Leaders
Children's Services Program Representatives
Local Business Liaisons
Regulatory and Licensing Services Consultants
Jack Rogers