

partnerships. Services at the local level vary depending on local needs and available funding.

XIII. ROLE OF THE EARLY INTERVENTION BRANCH IN THE WOMEN'S AND CHILDREN'S HEALTH SECTION OF THE DIVISION OF PUBLIC HEALTH

The Early Intervention Branch in the Women's and Children's Health Section of the Division of Public Health coordinates services for the care of children with developmental disabilities. This office also provides the needed developmental day services for some of these children by either actually providing the services or purchasing the services from other providers.

XIV. INTERAGENCY COOPERATION

Since there are many different agencies and service providers involved in providing a multitude of services to children receiving child care services, it is critical that these agencies, both at the state and local level, communicate to ensure consistency, maximize use of funds, and prevent duplication of services whenever possible. Agencies in local communities such as the county DSS, Smart Start local partnerships, child care resource and referral agencies, community colleges, local education agencies and faith based organizations are encouraged to develop a method of sharing information about available resources to assist families who need subsidy services.

In instances where it is helpful to share information about individual families in order to assist them in obtaining funding or services, a signed release of information form is needed in order to document the parent's consent. In instances where information is requested by an agency that provides the funding for the services, such as DCDEE provides funding to a county DSS or the local partnership provides funding to the county DSS, a signed consent form is not needed to provide reports or information to ensure fiscal accountability.

XV. PROGRAM MONITORING

Staff from DCDEE are responsible for:

- A. Monitoring all agencies that expend state and federal subsidized child care funds to assure that they are used in accordance with state and federal laws, rules, policies and procedures. Corrections made as a result of fraud are recouped through the reduction of the agency's allocation.
- B. Preparing a report within 60-90 calendar days following the conclusion of the on-site monitoring visit. This report describes specific findings, recommendations, and the corrective actions that must be made to comply with DCDEE policies and procedures.