

**Family Support and Child Welfare Administrative
Letters ADMINISTRATIVE LETTER FAMILY
SUPPORT AND CHILD WELFARE SERVICES #1-
03**

TO: COUNTY DIRECTORS OF SOCIAL SERVICES

SUBJECT: STRUCTURED INTAKE QUESTION AND ANSWER DOCUMENT

DATE: July 15, 2003

EFFECTIVE DATE: Immediately

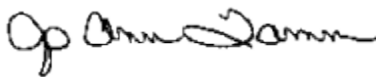
ATTENTION: Children's Services Social Workers

Children's Services Supervisors

This letter is to provide further clarification, through the use of a Question and Answer Document, of Strengths-Based, Structured Intake Policy. This Question and Answer document was prepared in response to questions raised during statewide Strengths-Based, Structured Intake Training. Questions from county agencies have been compiled and the answers are a result of consultation from Division staff, as well as assistance from our child welfare attorneys.

Response Priority Decision Trees, corresponding to Emotional Abuse and Moral Turpitude, which were inadvertently omitted from the policy, are included. As with any new policy, there will be a transition period and there will be questions that arise with implementation of the policy. Strengths-Based, Structured Intake training will be incorporated into Pre-Service Training and will also be offered as a 200 level training course. Please contact your Children's Program Representative or the WorkFirst/CPS Policy Team at (919) 733-4622 with any questions.

Sincerely,



JoAnn Lamm, Program Administrator

Family Support and Child Welfare Services Section

JL: cb

cc: Sherry S. Bradsher

Pheon Beal

Family Support and Child Welfare Team Leaders

Children's Program Representatives

Attachments

[Questions and Answers- DSS 1402 Intake Report](#)

[Emotional Abuse Response Priority Decision Tree Directions](#)

[Moral Turpitude Response Priority Decision Tree Definitions](#)