

CHANGE NOTICE FOR MANUAL

DATE: September 15, 2008

**MANUALS
AFFECTED:** Family Services Manual, Volume I; Children's Services, Chapter IV: Child Placement, Section 1201 – Child Placement Services, Number VI
Family Services Manual, Volume I: Children's Services, Chapter X - The Juvenile Court and Child Welfare

CHANGE NO: 08-2008

TO: COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: CHILD WELFARE PROGRAM MANAGERS & SUPERVISORS
CHILD WELFARE SOCIAL WORKERS

RE: PROGRAM IMPROVEMENT POLICY CHANGES

EFFECTIVE: IMMEDIATELY

I. BACKGROUND

Attached to this notice are an updated section (Chapter IV: Child Placement Section 1201 – Child Placement Services; Number VI) and a new chapter (Chapter X – The Juvenile Court and Child Welfare) to be added to the Family Services Manual. This updated section and new chapter are a direct result of the Division's approved Program Improvement Plan (PIP) and the state's on-going system reform effort. Both the Children's Services Committee and the Executive Committee of the North Carolina Association of County Directors of Social Services have 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.

II. Significant Changes

Changes to Chapter IV, Section 1201 involve revisions to the Permanency Planning Section of that policy that were necessary due to the addition of a new permanency option, Another Planned Permanent Living Arrangement (APPLA). Policy is provided on the requirements and appropriate use of this new permanency option.

The new Chapter X provides consolidated policy and guidance on juvenile court related issues for all child welfare related services. Previously information related to the juvenile courts was found scattered throughout Chapters IV and VIII of the Family Services Manual. This new chapter also expands on the previous policy found in both Chapters IV and VIII of the Family Services Manual by providing not only the requirements of policy for the use of the Juvenile Courts but also provides practice guidance for Permanency Planning options.

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

III. IMPORTANT AUTOMATION NOTES

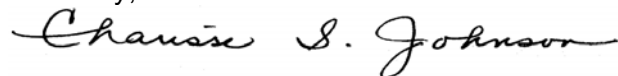
The effective date for this new Chapter and revised Section is listed above. As you may already be aware, from Terminal Message #2008-113 date August 4, 2008 and effective August 6, 2008 reported that Field 34 of the Child Placement and Payment Report ([DSS-5094](#)) has been updated to accept a new code. Code 10 may now be used for youth 14 through 17 years of age whose Plan Goal is Another Planned Permanent Living Arrangement (APPLA). All other non-automated forms requiring the child's permanent plan to be listed including the Out-of-Home Family Services Agreement ([DSS-5240](#)) and the Family Services Agreement Review ([DSS-5241](#)) will be updated and available on-line for use by August 15, 2008.

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

IV. INSTRUCTIONS:

Obsolete:	Insert:
Old Chapter IV; Section 1201; Number VI.	Chapter IV; Section 1201; Number VI.
Chapter VIII; Section 1414	Chapter X

Sincerely,



Charisse Johnson, Chief
Family Support and Child Welfare Services

Attachments:

[Chapter IV: Child Placement Section 1201 - Child Placement Services; Number VI](#)
[Chapter X - The Juvenile Court and Child Welfare](#)

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