

CHANGE NOTICE FOR MANUAL

CHANGE NUMBER 02-2016

DATE: August 1, 2016

MANUAL: Chapter VIII: Protective Services, 1407 Structured Intake

TO: Directors of County Child Welfare Agencies

ATTENTION: All Child Welfare Staff and Attorneys

RE: Child Welfare Services Manual Revision, Chapter VIII: Child Protective Services, Section 1407 – Structured Intake. Revised guidance regarding the screening of DWI/DUI reports with child in vehicle, registered sex offenders living in homes with children, human trafficking.

EFFECTIVE: August 1, 2016

I. BACKGROUND | CHANGE INTENT

Section 1407 of the Child Welfare Services Manual, Chapter VIII: Protective Services provides policy direction regarding the intake and screening of child protective service reports. The Division has revised this section of policy for several reasons, including changes in guidance regarding the screening of reports alleging that a parent or caretaker has driven under the influence of substances with the child in the vehicle; that a sex offender is residing in a home with children; the addition of human trafficking as a maltreatment type pursuant to the revised statute N.C.G.S. § 7B-101 and as outlined in Administrative Letter CWS-AL-02-2014; as well as to correct language and grammatical issues. This revised section of Chapter VIII: Protective Services manual addresses changes and additions to the 1407 Structured Intake manual section.

II. SPECIFIC CHANGES

- Revised statutory citations of certain sex crimes, as cited under the definition of Abused Juvenile (N.C.G.S. 14-27.2A, N.C.G.S. § 14-27.4A, N.C.G.S. § 14-27.7, N.C.G.S. § 14-43.14, N.C.G.S. § 14-205.3(b)).
- Addition of (g) under definition of Abused Juvenile, which states that “any juvenile less than 18 years of age whose parent, guardian, custodian, or caretaker: commits or allows to be committed an offense under G.S. 14-43.11 (human trafficking), G.S. 14-43.12 (involuntary servitude), or G.S. 14-43.13 (sexual servitude) against the child.”
- Addition of human trafficking screening tool.
- Revision and/or reformatting of all screening tools.
- Change of screening guidance regarding reports of parents, guardians, custodians or caretakers driving under the influence of substances with children in the vehicle.

- Change of screening guidance regarding reports of sex offenders residing in a home with children.
- Change of “county department of social services” language to “county child welfare agency” throughout
- The DSS-1402 Structured Intake Report form has been updated to include human trafficking related questions, as well as to integrate other changes discussed in this letter.

III. INSTRUCTIONS

Please note the above changes to the structured intake manual section within Chapter VIII: Protective Services and begin using the revised manual as of August 1, 2016.

If you have any questions regarding these policy changes, please contact the Child Welfare Policy Team at (919) 527-6340. For other questions, please contact your Children’s Program Representative.

OBSOLETE	USE
<p>NORTH CAROLINA DIVISION OF SOCIAL SERVICES</p> <p>CHILD WELFARE SERVICES MANUAL</p> <p>CHAPTER VIII: PROTECTIVE SERVICES, SECTION 1407 STRUCTURED INTAKE (CHANGE 05-2008)</p>	<p>NORTH CAROLINA DIVISION OF SOCIAL SERVICES</p> <p>CHILD WELFARE SERVICES MANUAL</p> <p>CHAPTER VIII: PROTECTIVE SERVICES, SECTION 1407 STRUCTURED INTAKE (CHANGE 02-2016)</p>

Sincerely,



Kevin Kelley, Section Chief

CWS-CN-02-2016