DSS-4261

(10/79)

SERVICES INFORMATION SYSTEM (SIS)

USERS MANUAL - UPDATE

CHANGE NO. 7-00

DATE: October 16, 2000

TO: Work First and Services Staff

EFFECTIVE: November 1, 2000

The Services Information System User's Manual has been revised to incorporate the following changes. The changes described below may be keyed into SIS beginning November 6, 2000.

Children's Services

New Service Codes have been added to the State IV-E Plan and some of the Service Codes definitions have been revised.

Program Codes available for use with certain Service Codes have changed as indicated below. A new Program Code, 21 IV-E Training , has also been added.

005 - Diagnostic and Treatment Services (Non-Residential)-Adoption

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV

Client ID is required.

Use with Program codes N, P, R, V, X, 0 (zero), 5, 6, 7, 8, and 9.

009 - Adoption Case Management

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV

Client ID is required.

Use with Program codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

011 - General Recruitment, Assessment and Training of Adoptive Parents

(Revised Description)

It should be entered on the DSS-4263 and DSS-1571 Part II.

Client ID is not required.

Use with Program Codes K, N, P, V, X, Z, 5, 6, 7, and 8.

(Note: Program Codes R and 0 are no longer valid for this service.)

012 - Adoption Assistance Case Management

(Revised Description)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

013 - Child-Specific Recruitment, Assessment and Training of Adoptive Parents

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

016 - Post Adoption Case Management

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

019 - Adoption Case Planning/Case Management-Team Setting

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

028 - Preparation for and Participation in Judicial Determinations-Adoptions

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

100 - Diagnostic and Treatment Services (Non-Residential) -Foster Care

(Revised Description)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes A, N, P, R, V, X, Y, 0 (zero), 5, 6, 7, 8, and 9.

103 - General Recruitment, Assessment and Training of Foster Parents

(Revised Description)

It should be entered on the DSS-4263 and DSS-1571 Part II.

Client ID is not required.

Use with Program Codes K, N, P, V, X, Z, 5, 6, 7, and 8.

(Note: Program Codes A, R, Y and 0 are no longer valid for this service.)

113 - Child-Specific Recruitment, Assessment and Training of Foster Parents

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

119 - Foster Care Case Planning/Case Management-Team Setting

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

128 - Preparation for and Participation in Judicial Determinations-Foster Care

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes N, P, R, V, X, Z, 0 (zero), 5, 6, 7, and 8.

219 - Protective Services for Children-Team Setting

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes P, R, X, Z, 0 (zero), 5, 6, 7, and 8.

230 - Diagnostic and Treatment Services (Non-Residential) -CPS

(Revised Description)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes N, P, X, 0 (zero), 5, 6, 7, 8, and 9.

320 - Evaluation Activities for Child Welfare Programs

(New Service)

It should be entered on the DSS-4263 and DSS-1571 Part II.

Client ID is not required.

Use with Program Codes K, N, P, X, Z, 5, 6, 7, and 8.

321 – Children's Services Trainer

(New Service and new Program Code)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes N, P, X, and 21.

Other Changes

A new, county-specific Service Code has been added for Family Group Conferencing.

(Valid for Brunswick, Buncombe, Catawba, Pasquotank, Richmond and Wake counties only.)

124 - Family Group Conferencing

(New Service)

It should be entered on the DSS-5027, DSS-4263, and DSS-1571 Part IV.

Client ID is required.

Use with Program Codes K, N, P, R, V, X, Z, 0 (zero), 5, 6, 7, 8, and 9.

INSTRUCTIONS FOR MAINTAINING SIS USERS MANUAL

Remove	Insert
Appendix B	Appendix B
Appendix C-4, Pages C-3 and C-4, dated 10-01-2000	Appendix C Pages C-3 and C-4, dated 11-01-2000
	Appendix E

Hank Bowers _____

Hank Bowers

Assistant Chief, Planning and Information

Resource and Information Management Section

Attachment ***

Appendix B

Appendix C

Appendix E

***Please note that in order to view the attachments you must have Acrobat Adobe Reader. If you do not have Acrobat Adobe Reader you can download it free from http://www.adobe.com/products/acrobat/readstep.html