



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Social Services

ROY COOPER • Governor
KODY H. KINSLEY • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations
for Human Services

January 27, 2022

CHANGE NOTICE

MANUAL: SERVICES INFORMATION SYSTEM (SIS) USER'S MANUAL. APPENDIX B

CHANGE NO: CN-SIS-03-2022

ATTENTION: CHILD WELFARE DIRECTORS, PROGRAM ADMINISTRATORS, MANAGERS, SUPERVISORS, AND SOCIAL WORKERS

RE: REVISION TO APPENDIX B OF SERVICES INFORMATION SYSTEM (SIS) USER'S MANUAL

EFFECTIVE: IMMEDIATELY

INTENT: NOTIFICATION OF APPENDIX B CHANGE

Appendix B of the Services Information System (SIS) User's Manual has been revised and updated to incorporate the following required changes in response to the federal IV-E regulations:

- The phrase "child defined as reasonable candidate for foster care" was removed under Protective Services for Children. A child is not automatically defined as a reasonable candidate for foster care due to receiving in-home services.
- The above changes have been made in Appendix B of the Services Information System (SIS) User's Manual. The manual can be located at <https://policies.ncdhhs.gov/divisional/social-services/services-information-system-sis>.

If you have any questions, please contact Beth Riley beth.riley@dhhs.nc.gov or Tina Bumgarner at tina.bumgarner@nc.dhhs.gov.

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Sincerely,



Linda Waite, Section Chief for Regulatory and Licensing
Division of Social Services, Child Welfare
North Carolina Department of Health and Human
Services

Cc: Susan Osborne, Assistant Secretary for County Operations
Lisa T. Cauley, Senior Director for Child, Family, and Adult Services
Richard Stegenga, Deputy Director Division of Social Services, Business Operations
Carla McNeill, Section Chief for Permanency Planning
Teresa Strom, Section Chief for County Operations
Kathy Stone, Section Chief for Child Protective Services and Prevention

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