



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations for
Human Services

March 24, 2022

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

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

SUBJECT: POLICY REVISIONS

REQUIRED ACTION: Information Only Time Sensitive **Immediate**

PURPOSE: NOTIFICATION OF REVISION TO FOSTER CARE CLAIMING

The Division is committed to providing counties with protocol and guidance to support compliance with federal and state law requirements. To ensure compliance with the Federal Requirements for IV-E, the instructions for the IV-E Admin Eligible Indicator Box have been revised.

The revised manual changes include:

Child Placement and Payment System Manual (CPPS):

- Revised instructions were inserted into the CPPS for the IV-E Admin Eligibility Indicator Box of field 55 of the 5094, which designates the source of funds to reimburse counties for foster care assistance payments. The indicator box is used to identify otherwise IV-E eligible children or young adults who are eligible for administrative payments during the month even though IV-E was not used to reimburse the county for a maintenance payment. The IV-E Admin Eligible Indicator box captures situations in which children should be included in the calculation of the IV-E penetration rate used to reimburse counties for administrative costs. The revisions are consistent with the revisions in the Foster Care Funding manual.

These policies have been published on the Division's web page at:

<https://policies.ncdhhs.gov/divisional/social-services/child-welfare/policy-manuals>.

It should be noted for the eleven counties utilizing the Child Welfare Information System, the determination for funding eligibility is captured in that system and provides the required information.

If you have any questions, contact Beth Riley at beth.riley@dhhs.nc.gov or Tina Bumgarner at (828) 397-3901 or tina.bumgarner@dhhs.nc.gov.

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES • CHILD WELFARE SERVICES
REGULATORY and LICENSING SERVICES**

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Sincerely,



Lisa Tucker Cauley, MSW

Senior Director of Child, Family, and Adult Services
North Carolina Division of Social Services

Cc: Susan Osborne, Assistant Secretary for County Operations
Adrian Daye, Deputy Director for Child Welfare Practice
Tammy Shook, Interim Deputy Director for Child Welfare Operations
Kathy Stone, Section Chief for Safety and Prevention
Carla McNeill, Section Chief for Permanency
Kimaree Sanders, Interim Section Chief for Regulatory and Licensing

Attachment: Updated Field 55 Instructions for 5094

CWS-15-2022