



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
SUSAN OSBORNE • Assistant Secretary for Human Services

September 6, 2022

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

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

**SUBJECT: DCDL_CWS_48_2022_NOTIFICATION OF ADOPTION AND GUARDIANSHIP ASSISTANCE
WEBINAR-09062022-v2**

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

The Division is committed to providing counties with information that supports staff at local Departments of Social Services with ongoing guidance and support to ensure compliance with the law, rule, and policy.

To support staff who are responsible for adoption and guardianship cases, and staff who are responsible for entering 5095's, the live webinar ***Common Errors to Avoid in Adoption and Guardianship Assistance*** will be held on **September 28, 2022**, from **10-11:30 AM**. The webinar will cover the following topics: common mistakes made while completing adoption assistance and guardianship assistance agreement forms, adoption and guardianship assistance practice issues, and keying errors on the 5095 forms.

Please register for Common Errors to Avoid in Adoption and Guardianship Assistance Webinar at: <https://attendee.gotowebinar.com/register/3141324937184259852>. After registering, you will receive a confirmation email containing information about joining the webinar. Should you have questions, please contact Beth Riley at beth.riley@dhhs.nc.gov.

Sincerely,

Kimaree Sanders

Kimaree Sanders, MSW, MPA
Interim 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 Human Services
Lisa T. Cauley, Senior Director of Child, Family and Adult Services
Tammy Shook, Interim Deputy Director for Operations/Licensing Regulatory
Adrian Daye, Deputy Director of Child Welfare Practice
Kathy Stone, Section Chief for Prevention and Safety
Carla McNeill, Section Chief for Permanency Planning
Peter West, Section Chief for County Operations

CWS-48-2022

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES

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