



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

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

September 15, 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 (TIME CHANGE)**

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

On September 6, 2022, the North Carolina Division of Social Services (NCDSS) sent out DCDL_CWS_48_2022 to announce the *Common Errors to Avoid in Adoption and Guardianship Assistance* webinar. Due to unforeseen circumstances, **the time of the webinar has changed from 10 – 11:30 AM to 1 - 2:30 PM**. The date of the webinar has remained the same. If you previously registered, you will be automatically enrolled into this session.

As a reminder, the webinar will be held on **September 28, 2022**, from **1:00pm to 2:30pm**. This webinar is for support staff responsible for entering 5095 forms. 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.

If you have not registered, there is still space available. 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

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603
MAILING ADDRESS: 2410 Mail Service Center, Raleigh, NC 27699-2410
www.ncdhhs.gov • TEL: 919-527-6340 • FAX: 919-334-1123

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER