



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

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN G. OSBORNE • Assistant Secretary for Human Services

December 19, 2022

**DEAR COUNTY DIRECTOR of SOCIAL SERVICES**

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM MANAGERS, and FISCAL STAFF**

**SUBJECT: MONITORING CHANGES FOR FAMILY REUNIFICATION SERVICES ANNUAL REPORT AND ANNUAL PLAN**

**REQUIRED ACTION:** \_\_\_ Information Only **X** Time Sensitive \_\_\_ Immediate

**PURPOSE:** To inform county child welfare agencies of monitoring changes to check their submission of required Family Reunification Services Annual Report and Annual Plan

As part of the NCDSS Monitoring Plan for Family Reunification Services funded by Promoting Safe and Stable Families (Title IVB-2), each county child welfare agency must submit an annual report and an annual plan to NCDSS on the attached templates, even if the agency did not expend any IVB-2 Family Reunification funds the previous year. Released on June 29, 2022, the DCDL\_CWS\_35\_2022 communicated deadlines for the 2022 Family Reunification Services Report by August 1, 2022, and for the 2023 Family Reunification Services Plan by September 1, 2022.

NCDSS would like to thank the 84 county child welfare agencies who submitted their 2022 reports and the 70 county child welfare agencies who submitted their 2023 plans. NCDSS has reviewed these reports and plans and will provide an individualized analysis to each county in the new year. Regional Child Welfare Consultants will follow up with county agencies that still need to submit reports and/or plans.

Effective January 1, 2023, NCDSS will add this reporting and planning requirement to the Title IVB-2 Family Reunification Services Monitoring Tool. If county child welfare agencies have not submitted their required report and plan at the time of the monitoring visit, then it will constitute a monitoring finding and be included in a corrective action plan, which may require financial reimbursement. If you have any questions about these changes to the monitoring tool, please contact Beth Riley, Title IV-E Coordinator at [beth.riley@dhhs.nc.gov](mailto:beth.riley@dhhs.nc.gov).

To avoid monitoring findings and corrective actions, NCDSS encourages county child welfare agencies who have not yet done so to submit their Family Reunification Services 2022 Report and/or 2023 Plan to Wendy Clewis at [wendy.clewis@dhhs.nc.gov](mailto:wendy.clewis@dhhs.nc.gov) by December 31, 2022. If you have any questions about the reports or plans, please contact Ms. Clewis.

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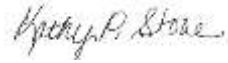
LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603

MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Sincerely,



Kathy Stone, Section Chief for CPS and Prevention

cc: Susan Osborne, Assistant Secretary for Human Services  
Lisa T. Cauley, Senior Director for Child, Family and Adult Services  
Deputy Director for Child Welfare Practice  
Adrian Daye, Deputy Director for Child Welfare Practice  
Tammy Shook, Interim Deputy Director for Operations  
Carla McNeill, Section Chief for Permanency Planning  
Peter L. West, Section Chief for County Operations  
Kimaree Sanders, Interim Section Chief for Licensing and Regulatory

Attachments: Family Reunification Services Annual Report Template  
Family Reunification Services Annual Plan Template

CWS\_76\_2022