



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

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

December 20, 2022

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

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

**SUBJECT: REGIONAL IV-E ELIGIBILITY, ADOPTION ASSISTANCE, AND GUARDIANSHIP ASSISTANCE
ELIGIBILITY TRAINING**

REQUIRED ACTION: Information Only Time Sensitive Immediate

North Carolina Division of Social Services (NCDSS) is committed to providing counties with information that supports staff at local Departments of Social Services with ongoing technical assistance to ensure compliance with the law, rule, and policy. NCDSS is excited to provide an in-person, two-day training on IV-E eligibility, adoption assistance (AA), and guardianship assistance (GAP) eligibility. It is recommended that staff responsible for eligibility determination and file review attend the training.

The training will cover the following topics:

- Day 1: Comprehensive eligibility training for foster care, adoption assistance, and guardianship assistance program.
- Day 2: Preparation for IV-E Reviews, what to expect, and the tools used.

Please attend the training scheduled in your region. The time for each training session is **10 AM- 3 PM**.

Training Dates:

Region 1: 05/24/23 and 05/25/23 in Henderson County
Henderson County Public Library
301 North Washington St Hendersonville NC 28739

Region 2: 04/19/23 and 04/20/23 in Rutherford County
Spindale United Methodist Church
185 Mill St, Spindale, NC 28160

Region 3: 01/25/23 and 01/26/23 in Alamance County
Alamance DSS
319 N Graham Hopedale Rd, Burlington, NC 27217

Region 4: 05/03/23 and 05/04/23 in Richmond County
Richmond Community College Cole Auditorium
1042 W Hamlet Ave, Hamlet, NC 28345

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

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Region 5: 01/11/23 and 02/08/23 in Wake County
Emergency Services Education Center, Lecture Hall Room 101
221 S. Rogers Lane, Raleigh, NC 27610

04/11/23 and 04/12/23 in Pitt County
Pitt Co AG Center
403 Government Cir, Greenville, NC 27834

Region 6: 03/14/23 and 03/15/23 in Brunswick County
25 Referendum Dr NE
Bolivia, NC 28422

Region 7: 03/29/23 and 03/30/23 in Bertie County
Bertie Co DSS
110 Jasper Bazemore Ave, Windsor, NC 27983

Please register for Regional IV-E Eligibility, Adoption Assistance, and Guardianship Assistance Eligibility Training at: <https://forms.office.com/g/f1yHBFaEwD> by **01/09/23**. After registering, you will receive a confirmation email. Should you have questions, please contact Beth Riley at beth.riley@dhhs.nc.gov or Janet Drake at janet.drake@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

Attachment: Regional Map

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