

Safe Surrender Guidance

Next Steps for Counties Using the Legacy/Child Placement and Payment System

1. Review all information received and ensure the infant meets the definition of Safe Surrender as outlined in the [Permanency Planning Manual](#).
1. CPPS counties will use code 05 in field 19. Field 20 reason will not be necessary for infants confirmed as safe surrender. These fields are located on the 5094.
2. Notice will be provided to legacy counties once CPPS automation is complete. At that time, your agency will enter the Safe Surrender into CPPS. Do NOT enter prior to notification of the system update. Codes are located in the [Appendix 2, Child Placement and Payment System Manual](#)

Next Steps for Counties Using the Child Welfare Information System (11 Counties)

The 11 counties using the Child Welfare Information System (CWIS) for permanency planning are required to follow the steps below:

1. Review all information received and ensure the infant meets the definition of safe surrender as outlined in the [Permanency Planning Manual](#).
2. CWIS counties use current type of authority as “DSS custody with placement authority.” Once the automation changes are implemented a new code will be identified for the purpose of appropriately identifying the type of authority.

Removal Type of Authority	Removal Reason
DSS custody with placement authority.	Safe Surrender

3. Once automation updates are completed, CWIS counties will be notified.

Policy Webinar and Office Hours

To learn more about the Safe Surrender Policy and automation changes, please register for a webinar/ Office Hours as scheduled below. Once registered, you will receive a confirmation email.

1. 1/4/2024 from 1-2 pm: **A Comprehensive Overview of Safe Surrender Law Changes**
<https://attendee.gotowebinar.com/register/2912661713261742677>
2. 1/9/2024 from 10-11 am: **Safe Surrender in Permanency Planning:**
<https://attendee.gotowebinar.com/register/6673541235693793877>
3. 1/10/2024 from 1-2pm: **Safe Surrender in Intake and Assessments:**
<https://attendee.gotowebinar.com/register/855351212504674905>

Recordings of the webinar and Office Hours will be posted on <https://www.ncdhhs.gov/divisions/social-services/county-staff-information/policy-office-hours>.

Please allow up to 4 to 6 weeks for the webinars to be posted.