



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

LISA TUCKER CAULEY • Division Director, Human Services

November 14, 2024

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS/ MANAGERS, SUPERVISORS
AND COUNTY IT**

SUBJECT: PATH NC DATA AND DOCUMENT CONVERSION

REQUIRED ACTION: Information Only Time Sensitive Immediate

**PURPOSE: (1) IDENTIFY COUNTIES AND THE COUNTY DATA AND DOCUMENTS THAT EXIST OUTSIDE OF
LEGACY SYSTEMS TO BE CONVERTED TO PATH NC & (2) IDENTIFY COUNTIES WITH INTEREST IN USING
TEMPORARY WEB-SERVICE TO HELP CREATE ONGOING CASES IN THEIR LOCAL SYSTEMS FOR PERIOD
OF TIME THEY ARE USING PATH NC FOR INTAKE & ASSESSMENT BUT NOT YET FOR ONGOING CASE
MANAGEMENT**

As part of our ongoing efforts to implement a high-quality child welfare information system (PATH NC) we are seeking information and input from counties to help us facilitate data and document conversion from local county systems into PATH NC. This process is to ensure that critical child welfare history that is currently maintained only in county-owned and operated electronic systems is accurately transferred and integrated into PATH NC at the point in time that county child welfare staff begin to use PATH NC.

A key component of this project involves the conversion of county data and documents containing child welfare case information not found in State legacy systems (i.e., NC FAST CWIS (Cúram), Central Registry and CPPS). Data and documents within legacy systems will be converted to PATH NC with no action needed by county agencies.

If your county has:

- a) Significant child welfare case and participant data that goes beyond what is keyed into the State AND/OR legacy systems and is stored in a locally owned or licensed case management system;
- b) Content such as documents and/or other types of files that are stored in a locally owned or licensed content management or document management system

We are offering an optional service to convert data and/or documents into PATH NC.

If you are interested in converting county data and/or documents containing child welfare case information not found in State legacy systems, we request that you work with us to plan for the extraction and conversion of this data. To assist with this, we have provided an information sheet that outlines the criteria for document and data extraction as well as an outline of PATH NC Taxonomy, which is subject to change as our development effort continues.

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

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

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

www.ncdhhs.gov • TEL:919-527-6431 • FAX: 919-334-1018

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

These attachments will provide additional context for the necessary steps to prepare your data and documents for conversion.

Additionally, NC DHHS is working to provide an optional temporary web service that counties using a local technology system for ongoing case management could use to help bring over data from the PATH NC Intake and Assessment modules to make the creation of an ongoing case in the county's local system more efficient. Use of this web-service would be limited to the time period in which a county has implemented PATH NC for intake & assessment but not yet for ongoing case management. After this period of approximately 6 months, the web-service would be decommissioned as participating counties implement the PATH NC Ongoing Case Management modules.

We request that you complete a survey designed to help us better understand your current state, the nature of your data and documents, your county's general interest in having data and/or documents converted to PATH NC, your county's general interest in utilizing the temporary web service, and any specific requirements or challenges that you believe we need to know about in our planning.

- Please go to this link to participate in the document and data conversion survey:

<https://forms.office.com/g/YLdUGULJEc>

We ask that you review the attached extraction criteria for document and data conversion and complete the survey by **Friday, December 13, 2024**. County DSS leadership will need to collaborate with their local IT support staff and/or their system vendors in order to effectively respond to all of the questions in the survey. Your responses will greatly assist us in understanding your county's unique needs for data and document conversion into PATH NC and your interest in utilizing the temporary web-service.

If you have any questions, please contact Jason Dempsey, Applications Systems Manager, CWS, at jason.dempsey@dhhs.nc.gov.

Thank you for your continued dedication to improving NC Child Welfare.

Sincerely,



Rob Morrell
Director
Human Services Business
Information & Analytics



Lisa Tucker Cauley
Division Director, Human Services
Child, Family, and Adult, Regional Support

CC: Susan G. Osborne, NCDHHS, Deputy Secretary for Opportunity and Well-Being
Michael Leighs, NCDHHS, Chief of Staff for Opportunity and Well-Being
Vijay Ramanujam, NCDHHS, Acting Chief Information Officer
David Schatten, NCDHHS, Director, IT Implementation & Operations
Robin Thomas, Acting Deputy Chief Information Officer
Adrian Daye, Deputy Director for Child Welfare Practice
Donna Fayko, M.Ed., Interim Deputy Director, Child Welfare Operations
Heather McAllister, Section Chief for Child and Family Services
Kimaree Sanders, Section Chief for Regulatory and Licensing
Kathy Stone, Section Chief for Safety and Prevention Services
William "Ben" Rose, Lead Regional Director

Attachments:

PATH NC Data and Document Conversion Extraction Criteria CSV

Sample Output

PATH- NC Taxonomy

CWS-87-2024