



North Carolina Department of Health and Human Services
Division of Social Services
Child Support Enforcement

Post Office Box 20800, Raleigh, NC 27619-0800 Courier # 55-41-12
Telephone (919) 255-3800

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director

April 20, 2011

Dear County Director of Social Services
Dear County Child Support Managers

Subject: Child Support and Foster Care

In the past months, policy was clarified in the Child Support Manual regarding Foster Care, child support court orders with the adoption of a child and the non-custodial parent's parental rights terminated. Additional information has been added regarding the different types of Foster Care cases, including where to get information to determine the correct case type and how to create the case in ACTS. Once that parents rights are terminated, all responsibility for the child has ceased. This includes current child support orders. If that parent owes any past due support, they would continue to pay on those arrears. But any ongoing current child support would cease. Child support should not continue until the child is adopted. For more information, please see Chapter G, Public Assistance Cases.

Since this time, policy has prepared a Foster Care Excess Funds document provides guidance on steps to take when excess funds appear on the IV-E Foster Care Collections Report. Sometimes, excess funds appear on this report due to the fact that the case is set up incorrectly. This document provides information for resources to use to determine if a foster care case is set up correctly in ACTS. It contains information on the specific information that must be included on the case for the interface between IV-E and Child Support to bring over the URPF amount each month for a IV-E case. Information is included about reports that are relevant to foster care cases, as well as how to perform research for these cases.

In addition, we have developed a new foster care referral document titled, Foster Care Transmittal Form (DSS-4474) that is to be completed by the child's foster care social worker, and should be used as a means of ongoing communication from Child Welfare to Child Support. The form should be completed at the time of placement of the child, as well as when pertinent changes occur that can impact case's action in the case or management of the case. Such changes include changes in placement or funding, termination of parental rights of the child's parent(s), or adoption of the child. We recommend that the local manager of the Child Support office explain the purpose of the form to the appropriate local manager who has

Mission Statement

To consistently collect as much child support money as possible for the benefit of North Carolina's children.

responsibility for foster care/DSS custody cases and request that this form be used by DSS staff that have responsibility for foster care/DSS custody cases. Use of this form will aid Child Support better communications, in ensuring that these cases will be built correctly and lead to fewer issues related to the distribution of child support monies paid in these cases.

Both documents are located on the CS Internal Web Site <http://cse.dhhs.state.nc.us/> . Go to Tools of the Trade, then to the folder, "Managing Foster Care Cases".

The last item is the addition of a new query titled "**Children in Foster Care review report**" which provides a listing by County/Fips of children in open cases - types ARRF, ARRS, IVE, and SFHF with id information such as SSN, DOB, EIS Id, and ACTS SIS id. The report also provides a POSSIBLE updated SIS number from Foster Care based on the match of the previous SIS number. This query is located in the folder - DHHS Main Documents/DSS/Child Support Enforcement/State Sanctioned-All CSE Staff/Standard Report

If you have any questions, please contact the Policy and Training Team @ 919.255.3800.

Thank You for all that You Do!

Sincerely,



Judy McArn

Assistant Chief of Program Operations

Cc: Daisy Blue

CSE-13-2011

Mission Statement

To consistently collect as much child support money as possible for the benefit of North Carolina's children.