



## North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street • MSC 2412 • Raleigh, North Carolina 27699-2412  
Courier # 56-20-25

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Pheon E. Beal, Director  
(919) 733-3055

April 10, 2003

### **DEAR COUNTY DIRECTOR OF SOCIAL SERVICES**

Attention: Child Welfare Administrators, Managers and Supervisors

### **Re: Training for Child Welfare Intake and On-call Supervisors and Social Workers**

It is with great pleasure that we announce a one-day training to introduce the new **Strengths-Based, Structured Intake** process and tools. This process provides social work staff with a structured intake instrument that guides discussions with reporters and utilizes decision trees to assist with more consistent intake decisions from worker to worker and county to county. The Strengths-Based, Structured Intake process is one of the seven MRS strategies.

Approved by the Children's Services Committee of the North Carolina Association of County Directors of Social Services, the use of this new approach and instruments will become effective for all 100 counties on June 1, 2003. Within the next week, counties will have available to them the new Strengths-Based, Structured Intake policies and tools.

Over the next four weeks, the Division will offer training at five different locations across the state to explain the process and tools. Each site will serve a maximum of 75-100 participants, depending upon the individual site. Training will begin at 9:00 a.m. and will end by 4:00 p.m. For this particular training event, we are targeting child welfare intake and on-call supervisors and front line staff. Supervisors and social work staff in other areas of child welfare may also register for this particular training event. Please note that acceptance into the training from other areas of child welfare will be based on availability at each site. In the alternative, social work staff who's primary job responsibilities are in areas other than Child Welfare Intake or On-call, may attend the revised *Intake in Child Welfare Services*, listed in our Summer/Fall 2003 training calendar. These calendars should be in agencies by early June 2003. For new social workers who will be attending *Child Welfare in North Carolina*, the Strengths-Based, Structured Intake process and instruments will become a part of this curriculum effective June 1, 2003.

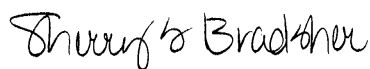
A list of the training locations, dates and registration person for each training event is on the following page. Registration may occur by faxing the registration form, located in the Winter/Spring 2003 training calendar, to the appropriate registrar. Also, registration forms may be downloaded from the North Carolina Division of Social Services website at

[www.dhhs.state.nc.us/dss/childrenservices](http://www.dhhs.state.nc.us/dss/childrenservices). Please click on the Training tab, and then click on Training Registration Form. Directions to each site are attached for your convenience.

<b>Dates</b>	<b>Location</b>	<b>Maximum Number</b>	<b>Registrar</b>
April 29, 2003	Charlotte/Central Piedmont Community-West Campus/Auditorium	75	Bonnie English, Charlotte Regional Training Center (P)704-395-2110 (F) 704-395-2101
April 30, 2003	Asheville/A-B Technical Community College/Simpson Lecture Hall	100	Lou Decker, Asheville Regional Training Center (P) 828-251-6316 (F) 828-251-6261
May 6, 2003	Fayetteville/Cumberland County DSS Rooms C & D	100	Amy Campbell, Fayetteville Regional Training Center (P) 910-677-0460 (F) 910-677-0468
May 13, 2003	Kinston/Lenior Community College/Administration Building	100	Betty Williford, Kinston Regional Training Center (P) 252-520-2413 (F) 252-520-2417
May 15, 2003	Greensboro/Guilford County Human Services	100	Elaine Highsmith, Greensboro Regional Training Center (P) 336-334-3930 (F) 336-334-3936

We look forward to your attendance as we discuss the exciting changes to the intake process in North Carolina. If you should have any questions, please free to contact Connie Polk, Regional Training Center Program Manager at 919-733-7672 **OR** by email at [connie.polk@ncmail.net](mailto:connie.polk@ncmail.net).

Sincerely,



Sherry S. Bradsher  
Deputy Director

SSB/cp  
Attachments

Cc: Pheon Beal  
JoAnn Lamm  
Local Business Liaisons  
Children's Program Representatives  
Team Leaders

**CS-07-03**

**Strengths-Based, Structured Intake Training  
Directions to Training Sites**

**Simpson Hall: Asheville-Buncombe Technical Community College/Asheville**

**From I-40 East/Westbound:** Exit #50, which is the Biltmore Estate Exit. Turn left (Eastbound) or right (Westbound) on Highway 25 (this is Biltmore Avenue). Continue straight ahead (toward town). At the 8<sup>th</sup> traffic light, turn left onto Victoria Road. Continue on Victoria Road until driving under an overhead walkway. The Simpson Building will be immediately on the right with parking in lot B-17 across the street from the Simpson Building. The parking lot may be identified by the “Cash Points” ATM located on the parking lot. Parking is free.

**Auditorium: Central Piedmont Community College-West Campus/Charlotte**

From Hickory: **Highway 16 South. Join I-77 (once reaching I-77 South, continue with directions from the Statesville area).**

From Statesville: **I-77 South. Take Exit 6B (Billy Graham Exit) and continue right onto Billy Graham Parkway. Go through two traffic lights. At the third traffic light, make a right turn onto Morris Field Drive. Turn at the next right onto CPCC West Campus Drive.**

**From Gastonia:** I-85 North. Take Exit 33 (Billy Graham Parkway). Turn right onto Billy Graham Parkway. Go through two traffic lights. At the third traffic light, turn left onto Morris Field Drive. Turn right onto CPCC West Campus Drive.

**From Concord:** I-85 South. Take Exit 33 (Billy Graham Parkway). Make a left turn onto Billy Graham Parkway. Go through three traffic lights. At the fourth traffic light, make a left turn onto Morris Field Drive. Turn right onto CPCC West Campus.

**From Monroe:** Highway 74 to I-277 South. Bear towards your left from I-277 South to Wilkinson Boulevard. Go through four traffic lights on Wilkinson Boulevard. At the fifth stop light, make a left onto Morris Field Drive. Continue traveling on Morris Field Drive for approximately one mile. Turn left on CPCC West Campus Drive.

Parking is free.

## **Rooms C & D: Cumberland County DSS/Fayetteville**

**Coming from the North (traveling South):** I-95 to Exit 56 (Route 301) This is also identified as the Fayetteville/Fort Bragg/Pope Air Force Base exit. Travel approximately 6 miles. Turn right at the Sandpiper Restaurant onto Grove Street. Travel approximately .08 of a mile and turn right onto Ramsey Street. Go 1 mile, crossing over the railroad tracks. Turn left onto Peace Street. Go two blocks, turn left onto Hillsboro Street. Parking lot is on the left.

**Coming from the South (traveling North):** I-95 to exit 52 B. Go straight for approximately 8 miles (this will become Grove Street). Turn right onto Ramsey Street. Go 1 mile, crossing over the railroad tracks. Turn left onto Peace Street. Go two blocks, turn left on Hillsboro Street. DSS parking is on the left.

Parking is free

## **Auditorium :Guilford County Human Resources Building/Greensboro**

**From Interstate 40 Eastbound:** Take exit 218-Freeman Mill Road. Proceed about 3.9 miles to Washington St. Parking is available in the City Parking Deck at the corner of Greene and Washington (Entrance off of Washington St.) Human Resources Building is attached to the City Parking Deck.

**From Interstate 40/85 Westbound:** Take exit 128 Patterson Rd/Lee St. and turn right. Proceed about 3.6 miles. Turn right on Elm. Take a left onto Washington. Immediately on the left will be entrance to the City Parking Deck.

**From Interstate 85 Northbound:** Take exit 122-B Freeman Mill Road. Proceed about 4.3 miles. Turn right onto Washington St. Parking is available in the City Parking Deck at the corner of Greene and Washington Street.

**From Route 29 Southbound:** Take summit Ave./Downtown Exit. Proceed 2.2 miles to Elm St. Turn left. Take Elm further into the Downtown area. Turn right onto Washington Street. Immediately on your left will be entrance to the City Parking Deck.

**From Route 220 Southbound:** Stay on 220 (Battleground Avenue) until it becomes Smith St. Turn right onto Greene St. Take Greene all the way into downtown. Human Resources is located at the corner of February One St. and Greene St. Entrance to City Parking Deck is on the left.

**From Route 220 Northbound:** Cross under I-40/85 and proceed about 1.1 miles to Florida Street. Turn left on Florida St. and proceed .04 miles to South Elm/Eugene St. Turn right and proceed about 1.2 miles to Washington St. Turn right. Parking is available in the City Parking Deck.

**From Airport:** Take Bryan Boulevard east and proceed about 10 miles. Bryan becomes Smith Street. Turn right onto Greene St. Take Greene all the way into downtown. Human Resources is located at the corner of February One Street and Greene Street.

**Description of Building:** Located on the left-hand side of the Road it is a 4 story light Grey concrete building. The top half of the building is black mirrored windows. Building is located at corner of February One Street and Greene Street. Human Resources is located downstairs and on the left.

**Parking:** Guilford County does not Validate Parking in the City Parking Deck. Parking in the City Parking Deck is \$5.50 per full day.

**Auditorium/Administration Building: Lenoir Community College/Kinston**

**From Raleigh:** I-40 East to Highway 70 (Goldsboro). Stay on Highway 70 until reaching Kinston. Once in Kinston, bear right onto Highway 70-bypass (New Bern). Stay straight on Highway 70 by-pass for several miles. Take Highway 58 (Trenton). Lenoir Community College is on the immediate left.

**From Jacksonville and Trenton:** Highway 58 into Kinston. Lenoir Community College will be on the right approximately 1 block before the Highway 58/Highway 70 intersection.

**From Greenville:** Take Highway 11 into Kinston. Remain on Highway 11 until Highway 258 intersects. Remain on Highway 258 for several miles (until intersects with Highway 58). Remain on Highway 58 until you reach Lenoir Community College.

**\*\*\*Several signs with directions to LCC are in the Kinston area.**

Parking: \$2.00 fee per vehicle.