

## **2010 CHILD WELFARE STAFFING SURVEY**

### **Basic Demographics**

1. County Name and Number
2. Contact Person:
3. Position:
4. Telephone Number:
5. E-mail Address:

### **Staffing Patterns**

6. Who is primarily responsible for your agency's after hours coverage? (pick one)
  - Social Worker specifically assigned to a position
  - CPS Social Workers only
  - All Child Welfare Social workers
  - All Adult and Child Welfare Social Workers
  - All agency social work staff
  - Volunteers from social work staff
  - Contract social worker
7. For after hours coverage, does your agency utilize 911 as your contact number? (yes/no)  
If not, is there a number advertised as the after hours contact number?
8. Please select the most appropriate response regarding compensation for social work staff covering after hours duty who are NOT assigned to after hours duty as their primary responsibility (pick one)
  - No extra compensation
  - Time off for actual time worked
  - A set amount of time off regardless of time worked
  - Paid compensation at straight time for time worked
  - Paid compensation at a higher rate for actual time worked
  - Paid compensation at a flat rate
  - Combination of paid compensation and time off
  - Other compensation

### **CPS Intake**

For each area please provide the following information:

9. The total number of ***CPS Reports received*** in the month of:
  - June 2010
  - July 2010
  - August 2010
  - September 2010
  - October 2010
  - November 2010
10. Of the total number of reports, how many ***reports were NOT accepted*** for assessment?
  - June 2010
  - July 2010
  - August 2010
  - September 2010
  - October 2010
  - November 2010

11. Of the total number of reports received, how many were reports regarding *children residing in other counties*?

- June 2010
- July 2010
- August 2010
- September 2010
- October 2010
- November 2010

12. Of the number of reports received regarding *children residing in other counties*, how many were accepted for assessment?

- June 2010
- July 2010
- August 2010
- September 2010
- October 2010
- November 2010

13. How many reports were reviewed and documented on the prescribed form as potentially malicious reports by the Director as outlined in DSS Administrative Letter FSCWS 02-05 during the calendar year 2010? A malicious report is defined as “one in which the reporter knowingly and willfully makes untrue statements that the juvenile is abused, neglected, or dependent.”

14. Of the reports reviewed by the Director using the procedure outlined in DSS Administrative Letter 02-05 noted above, how many were determined by the Director to be a malicious report as defined in the Letter?

#### Assessments

15. What was the total number of *investigative assessments* open on the last day of each month?

- June 2010
- July 2010
- August 2010
- September 2010
- October 2010
- November 2010

16. What was the total number of *family assessments* open on the last day of each month?

- June 2010
- July 2010
- August 2010
- September 2010
- October 2010
- November 2010

#### In Home Services

17. What was the total number of *In Home Services cases* open on the last day of each month?

- June 2010
- July 2010
- August 2010
- September 2010
- October 2010
- November 2010

**Intercounty Activities**

18. How many request for assists on *CPS assessments* did you receive from other counties during each month?  
June 2010  
July 2010  
August 2010  
September 2010  
October 2010  
November 2010

19. How many requests for assists on *In Home Services cases* did you receive from other counties during each month?  
June 2010  
July 2010  
August 2010  
September 2010  
October 2010  
November 2010

20. How many requests for *Foster Care cases* did you receive from other counties during each month?  
June 2010  
July 2010  
August 2010  
September 2010  
October 2010  
November 2010

**Licensing, adoption, and other activities**

21. To how many families did you provide *post adoption services* during each month?  
June 2010  
July 2010  
August 2010  
September 2010  
October 2010  
November 2010

22. How many foster and adoptive families participated in *pre-service or in service training* during each month?  
June 2010  
July 2010  
August 2010  
September 2010  
October 2010  
November 2010

23. How many *new, no fee home study requests* did you receive during each month?  
June 2010  
July 2010  
August 2010  
September 2010  
October 2010  
November 2010

## **Staff Positions**

Please report your budgeted positions (FTE or Full Time Equivalent) as of December 1, 2010 regardless of whether the position was filled or vacant. Express percentages of staff time to duties as a decimal. Enter "0" if there are no positions in a category since blank fields are considered missing data.

24. What is your total number of Social Worker FTE's? (the sum of all specific positions must equal this.)
25. Child Welfare Social Worker positions assigned to complete *CPS Intake* as their primary responsibility?
26. Child Welfare Social Worker positions assigned to complete *both investigative and family assessments* as their primary responsibility?
27. Child Welfare Social Worker positions assigned to complete *only investigative assessments* as their primary responsibility?
28. Child Welfare Social Worker positions assigned to complete *only family assessments* as their primary responsibility?
29. Child Welfare Social Worker positions assigned to *complete assessments and provide In Home Services* as their primary responsibility?
30. Child Welfare Social Worker positions assigned to provide *only In Home services* as their primary responsibility?
31. Child Welfare Social Worker positions assigned to provide *blended In Home and Foster Care Case Management* services as their primary responsibility?
32. Child Welfare Social Worker positions assigned to provide *Foster Care Case Management* services as their primary responsibility?
33. Child Welfare Social Worker positions assigned to provide *blended Foster Care and Adoption Case Management* services as their primary responsibility?
34. Child Welfare Social Worker positions assigned to provide *only Adoption Case Management* services as their primary responsibility?
35. Child Welfare Social Worker positions assigned to perform the tasks to *license Foster Homes* as their primary responsibility?
36. Child Welfare Social Worker positions assigned to provide *training to foster and adoptive families*, either pre-services or in-service, as their primary responsibility?
37. Child Welfare Social Worker positions assigned to provide *LINKS or Services to Adolescents* as their primary responsibility?
38. Child Welfare Social Worker positions assigned to *facilitate CFT's* as their primary responsibility?
39. Child Welfare Social Worker positions assigned to *complete additional home studies* as their primary responsibility?

40. Child Welfare Social Worker positions assigned to *provide prevention services* as their primary responsibility?

### **Supervision, Management, and Support Positions**

Please report your budgeted positions (FTE or Full Time Equivalent) as of December 1, 2010 regardless of whether the position was filled or vacant. Express percentages of time to duties as a decimal. Enter "0" if there are no positions in a category since blank fields are considered missing data.

41. What is the total number of child welfare supervisors in your agency? The total in each area must equal this number.

42. How many supervisor positions are dedicated to *CPS Intake*?

43. How many supervisor positions are dedicated to *CPS Assessments*?

44. How many supervisor positions are dedicated to *In Home Services*?

45. How many supervisor positions are dedicated to *Foster Care Case Management Services*?

46. How many supervisor positions are dedicated to *Child Placement Services*, including foster and adoptive parent training, licensing, and supervising the foster and adoptive homes?

47. How many *Child Welfare Program Manager* positions does your agency have?

48. How many *Program Administrators* (not including Directors) does your agency have?

49. How many *attorneys* are available to your agency to manage child welfare cases in Juvenile Court?

50. Are your attorney positions:

Employees of DSS and report to the Director or designee?

Employees of the County Attorney's office or other county departments?

Contracted attorneys to represent the agency in court?

Attorneys that represent the agency in juvenile court through other means?

### **Recruitment and Retention**

Please respond to the number of vacancies your agency experienced in 2010.

51. As of 12/1/10, how many *vacancies* did you have for:

Child Welfare Social Workers?

Supervisors?

Program Managers and Administrators?

52. During calendar year 2010, how many of the following positions were *vacant 1 time*:

Child Welfare Social Workers?

Supervisors?

Program Managers and Administrators?

53. During calendar year 2010, how many of the following positions were *vacant twice*:

Child Welfare Social Workers?

Supervisors?

Program Managers and Administrators?

54. During calendar year 2010, how many of the following positions were *vacant 3 or more times*:  
Child Welfare Social Workers?  
Supervisors?  
Program Managers and Administrators?
55. Of the total number of *Child Welfare Social Worker vacancies*, how many were due to:  
Promotion within your agency?  
Lateral transfers within the agency?  
Voluntary Resignation?  
Involuntary Dismissal?  
Retirement?  
Death?  
Reduction in Force?  
Other?
56. Of the total number of *supervisor vacancies*, how many were due to:  
Promotion within your agency?  
Lateral transfers within the agency?  
Voluntary Resignation?  
Involuntary Dismissal?  
Retirement?  
Death?  
Reduction in Force?  
Other?
57. Of the total number of *Program Manager and Program Administrator vacancies*, how many of the Program Manager and Program Administrator vacancies were due to:  
Promotion within your agency?  
Lateral transfers within the agency?  
Voluntary Resignation?  
Involuntary Dismissal?  
Retirement?  
Death?  
Reduction in Force?  
Other?
58. How many *Child Welfare Social Workers did your agency hire* during calendar year 2010 to fill vacancies?
59. What was the *average number of weeks* for new hires to assume full responsibility for a caseload? The time frame extends from the notice of the vacancy to completion of state mandated pre-service training.
60. Of the number of *Child Welfare Social Workers* hired to fill vacancies in calendar year 2010, how many were *fully qualified* when hired?

### **Education Levels**

61. How many *Child Welfare Social Workers* have the following degrees?  
Doctorate  
JD  
Masters  
Bachelors  
Other

62. How many *Supervisors* have the following degrees?

Doctorate

JD

Masters

Bachelors

Other

63. How many *Program Managers and Program Administrators* have the following degrees?

Doctorate

JD

Masters

Bachelors

Other

64. Of your agency's *Child Welfare Social Workers*, how many participated in the NC Collaborative through the UNC System and completed the following degrees?

BSW

MSW

65. Of your agency's *Child Welfare Supervisors*, how many participated in the NC Collaborative through the UNC System and completed the following degrees?

BSW

MSW

66. Of your agency's *Child Welfare Program Managers and Administrators*, how many participated in the NC Collaborative through the UNC System and completed the following degrees?

BSW

MSW