



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

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Governor

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Wayne E. Black
Division Director

January 1, 2016

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: CHILD WELFARE SERVICES STAFF

SUBJECT: ADOPTION ASSISTANCE ELIGIBILITY TRAINING

The Division is pleased to announce that Adoption Assistance Eligibility, a self-paced, on-demand, training course is now online and available for social workers and supervisors involved in financial support or assistance for adoptive families. Anyone with an ncswlearn.org account may access this training via the "Personalized Learning Portfolio (PLP) / Online Courses" section of the website. Participants will need external speakers or a headset and the latest version of Adobe Flash Player installed on their computer for this training.

Participants will gain an understanding of how to determine eligibility for adoption assistance, the requirements for criminal record checks and Responsible Individual List (RIL) checks for adoptive parents and adults living in the home, the requirements for vendor payments and the criteria for reimbursing non-recurring costs related to adoption assistance. Upon completion of this course, participants receive 2 credit hours toward the 24 required credit hours of continuing education. This course is recommended for county DSS staff responsible for determining eligibility for adoption assistance and managing requests for vendor payments. The ability to access this training at any time will be invaluable for new workers, as well as veteran workers who may need a refresher course on the specific requirements for adoption assistance. This course can be reviewed at any time after completion.

Please contact Susan Sanderson, IV-E Coordinator, at 910-293-4356 or susan.sanderson@dhhs.nc.gov with questions about this letter or any questions you may have about adoption assistance.

Sincerely,

A handwritten signature in blue ink that reads "Kevin Kelley".

Kevin Kelley, MSW
Section Chief, Child Welfare Services

CWS-01-2016

www.ncdhhs.gov • www.ncdhhs.gov/dss

Tel 919-527-6335 • Fax 919-334-1018

Location: McBryde Bldg. • 820 S. Boylan Street • Raleigh, NC 27603

Mailing Address: 2401 Mail Service Center • Raleigh, NC 27699-2401

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