

## General Issues to Watch for in Reviewing IV-E Records

- ❖ Remember that “entry into foster care” is NOT the actual removal date. This is the earlier of the date of adjudication or 60 days from removal. This is an arbitrary date established to begin the 12 month “clock” for “reasonable efforts to achieve permanency” findings.
- ❖ Have all areas of the DSS 5120 and DSS-5120A’s been completed? Has everyone signed as appropriate?
- ❖ Did initial eligibility determination verify that available income/resources meet 100% standard of need?
- ❖ Are there any discrepancies between information reported on the DSS-5120 or DSS-5120A’s and documentation, court reports, and court orders?
- ❖ Have copies of Orders to Assume Nonsecure Custody and Petitions been signed by the judge and are they file stamped?
- ❖ Has every box on the AOC-J-150 been checked as appropriate? If a county has chosen to use their own form is contrary to the welfare AND placement authority clearly noted within the removal order?
- ❖ Are court reports from DSS and GAL attached to the court orders?
- ❖ Are reasonable efforts to achieve permanency specific to the child and does each court order reflect findings to include 1) the permanency plan, 2) efforts made by the agency to achieve the plan, and 3) that these efforts are reasonable?
- ❖ Remember that reasonable efforts to prevent removal findings and best interest findings relative to a VPA are counted by DAYS, not by months.
- ❖ Was the budget established for the appropriate removal home? If not, would IV-E eligibility have existed anyway?
- ❖ The DSS-5120 and DSS-5120As should reflect eligibility, not reimbursability.
- ❖ The agency should have copies of all foster home licenses to cover the PUR; if the copy within the record reflects an expired license, the agency should be directed to get a current copy of the license as quickly as possible. NC has NOT opted out of the criminal records check. *The Division WILL be providing both the licenses and fingerprint clearance and RIL checks for all licensed homes so this does not have to be in your IV-E record.*
- ❖ Payment history should always be reviewed to ensure that there are no overpayments or underpayments.