



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations for
Human Services

April 21, 2021

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS,
MANAGERS, SUPERVISORS, AND SOCIAL WORKERS**

SUBJECT: NATIONAL YOUTH IN TRANSITION DATABASE

REQUIRED ACTION: Time Sensitive (Surveys Due by 9/30/2021)

Purpose

This letter is to make county child welfare agencies aware of changes to the process of collecting National Youth in Transition Database survey data. Beginning on April 1, 2021, for the 2021B Reporting Period, NC DSS will provide access to a version of the NYTD survey that will allow eligible young people to complete it online or allow workers to enter the young person's survey responses on their behalf.

The timely collection and reporting of accurate data are important to measure youth outcomes and assess programming strengths and needs. This essential information is utilized to support youth and related services and encourage participation in the survey activity.

Counties listed have survey-eligible young adults for the 2021B reporting period and should take the steps outlined in the latter part of the letter.

- Avery
- Beaufort
- Buncombe
- Cabarrus
- Caldwell
- Catawba
- Chatham
- Craven
- Cumberland
- Davidson
- Davie
- Duplin
- Durham
- Forsyth
- Gaston
- Granville
- Guilford
- Harnett
- Haywood
- Henderson
- Iredell
- Johnston
- Lincoln
- Mecklenburg
- Nash
- New Hanover
- Orange
- Pender
- Pitt
- Randolph
- Robeson
- Rowan
- Rutherford
- Transylvania
- Union
- Wake
- Wilkes
- Wilson
- Yadkin

Recommended steps on completing the survey for eligible youth are as follows:

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603

MAILING ADDRESS: 2409 Mail Service Center, Raleigh, NC 27699-2409

www.ncdhhs.gov • TEL: 919-527-6390 • FAX: 919-733-3052

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

1. Contact the state LINKS Coordinator, Erin Conner, for the list of NYTD survey-eligible young adults for your county.
2. Engage the survey-eligible young people and invite them to complete the survey. Eligible young adults may complete the survey in the following ways:
 - a. On paper;
 - b. On the computer using a fillable PDF version of the survey;
 - c. Via phone with their worker who fills in the survey based on the answers the young adult provides;
 - d. Online via this link:
<https://surveymax.dhhs.state.nc.us/TakeSurvey.aspx?SurveyID=n2L26680>
3. Provide eligible young people with information about how to complete the survey, including the survey link and survey ID.
4. Keep in close contact with Erin Conner to confirm survey submission of survey-eligible young adults and to provide regular updates about efforts to reach out and invite these young adults to take the survey.

All completed surveys should be submitted by email to dss.nytd.info@dhhs.nc.gov.

If you have any questions, please contact the state LINKS Program Coordinator, Erin Conner at 919-527-6351 or erin.conner@dhhs.nc.gov.

Sincerely,

Carla McNeill

Carla McNeill, MSW
Section Chief for Permanency Planning
Division of Social Services, Child Welfare
North Carolina Department of Health and Human
Services

Cc: Susan G. Osborne, Assistant Secretary for County Operations
Lisa T. Cauley, Senior Director of Child, Family, and Adult Services
Teresa Strom, Section Chief for County Operations
Kathy Stone, Section Chief for Child Protective Services and Prevention
Linda Waite, Section Chief for Regulatory and Licensing

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