

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

WAYNE E. BLACK
SR. DIRECTOR FOR SOCIAL SERVICES
AND COUNTY OPERATIONS

August 24, 2017

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: DIRECTORS, INTAKE AND ASSESSMENT SUPERVISORS

SUBJECT: PARTY OF INTEREST/CPS HISTORY SEARCH IN BOTH SYSTEMS REQUIRED BY ALL 100 COUNTIES

As previously communicated on July 17, 2017 through CWS-11-2017 (<https://www2.ncdhhs.gov/dss/dcd/famsupchildwelfare/CWS-11-2017.pdf>) all 100 counties are required to search both NC FAST and Central Registry. If searches are not performed in both systems, it creates a risk that important information is missed and is not considered when making case decisions. It is anticipated that this will be the situation through at least late 2018.

Until all child welfare cases are managed in NC FAST, all 100 counties must have at least two Child Services staff performing Party of Interest/CPS History searches in NC FAST. Party of Interest/CPS History is the capability of NC FAST where workers can search for CPS information about victims, perpetrators, and RIL they currently find in the legacy Central Registry system. All 100 county DSS's must perform Party of Interest/CPS History searches in both Central Registry (CRCAN) and NC FAST as part of their normal child welfare case participant background check process. In counties that are live on NC FAST for Child Services, their perpetrator, victim, and responsible individual (RIL) data is only being recorded in NC FAST. In counties that are not yet live on NC FAST for Child Services, their perpetrator, victim, and RIL data is continuing to be recorded in the Central Registry (CRCAN) system.

The risk created by the failure to review both NC FAST and Central Registry cannot be over emphasized. Attached you will find a document that lists all 100 counties and the searches that have been completed in NC FAST from August 8, 2017 through August 18, 2017. **Many counties have not conducted any searches in NC FAST at all!** It is imperative that all counties follow the procedures detailed above.

Due to the urgency of this matter and the risk to children's lives posed by not checking both Central Registry and NC FAST, you are required to complete the following actions by 5pm, Friday, August 25, 2017:

1. Identify your county's information on the attached document.
2. Review the number of searches done in NC FAST by your county and the average number of accepted reports your county receives in the same time frame.

WWW.NCDHHS.GOV

TEL 919-527-6335 • FAX 919-334-1018

LOCATION: 820 S. BOYLAN AVE. • MCBRYDE BUILDING • RALEIGH, NC 27603

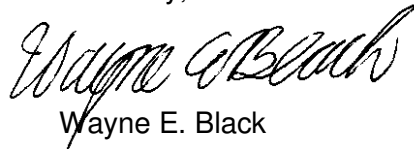
MAILING ADDRESS: 2401 MAIL SERVICE CENTER • RALEIGH, NC 27699-2401

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

3. If your searches are not at least equal in number to the accepted reports, determine the root cause for this issue.
4. Complete a plan for correcting the issue and insuring that searches are done as required.
5. Submit your plan for correction in writing to Lechelle Evans at Lechelle.Evans@dhhs.nc.gov by 5pm, Friday, August 25, 2017.

If you have any questions, please contact your Children's Program Representative. Please be aware that the NC FAST team will continue to monitor individual county progress through tracking the number of Party of Interest/CPS History searches performed by each county.

Sincerely,



Wayne E. Black

Attachments: County Search and Report Information
NC FAST Party of Interest Directions

CWS-26-2017