

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

WAYNE E. BLACK
DIRECTOR

October 3, 2017

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

DEAR EXECUTIVE DIRECTORS OF LICENSED CHILD PLACING AGENCIES

**ATTENTION: CHILD WELFARE STAFF INVOLVED IN DILIGENT RECRUITMENT AND
RETENTION OF FOSTER AND ADOPTIVE FAMILIES**

**SUBJECT: UPDATED VERSION OF THE DATA PROFILE ASSOCIATED WITH NORTH
CAROLINA'S DILIGENT RECRUITMENT AND RETENTION PLAN**

This letter is to inform county child welfare agencies and private child placing agency partners who work with families and children involved in the NC child welfare system of the release of an updated version of the Data Profile – Program Planning Tool associated with North Carolina's new Diligent Recruitment and Retention Plan. An original version was released as an appendix to the Diligent Recruitment and Retention Plan on June 15, 2017. Based on feedback received through multiple mediums, it was determined that the Data Profile needed to capture additional data points for local agencies to use to evaluate their diligent recruitment and retention programs. In addition, we want to provide additional instructions for the use of the Data Profile. It is important to note that the Data Profile is a tool for use during diligent recruitment and retention planning. It can be added to by a locality as needed to meet localized diligent recruitment and retention strategies.

County Departments of Social Services and private child placing agencies that serve the child welfare system are required to submit their annually completed Data Profile (Attachment 3) to inform their diligent recruitment and retention plan. The completed data profiles are due to the Division of Social Services on August 1st each year for the previous fiscal year with the first submission due on August 1, 2019. Agencies are encouraged to start reviewing relevant data and begin to build their data capacity now.

The Division of Social Services will continue to provide technical assistance, resources, and support to the County DSS's and private agencies in their specific diligent recruitment and retention efforts, including the use of data to inform decision making. There is also a data section within the Diligent Recruitment and Retention Resource Appendix with numerous resources specific to gathering and utilizing data.

WWW.NCDHHS.GOV

TEL 919-527-6335 • FAX 919-334-1018

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

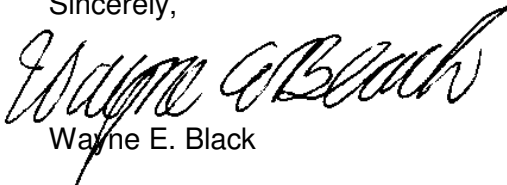
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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

There has been significant discussion regarding the ability of the Division of Social Services and NC FAST to assist in the collection of the data outlined in the Data Profile. Work will continue with NC FAST to build in the capability to gather diligent recruitment data. In the interim, the REAP/CQI team will provide technical assistance to County DSS's and private child placing agencies regarding accessing and gathering the information for the Data Profile. This is an important step in building local capacity to access, gather, manage, and review specific data related to diligent recruitment and retention and to support the Multi-Ethnic Placement Act requirements. For concrete technical assistance regarding the Data Profile please contact Lane Destro at (919)527-6297 or lane.destro@dhhs.nc.gov or Loul Alvarez at (919)527-6434 or loul.alvarez@dhhs.nc.gov.

The new Data Profile can be accessed at <https://www2.ncdhhs.gov/dss/publications/>, along with the Diligent Recruitment and Retention Plan, County Template, and Resource Guide. If you have questions or need clarification, please contact your County's NC Kids Consultant or Jamie Bazemore at (919)527-6371 or jamie.bazemore@dhhs.nc.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Wayne E. Black". The signature is written in a cursive style with a large initial "W".

Wayne E. Black

Attachments (1):

Attachment 1 – Data Profile – Program Planning Tool (updated 10/15/17)

CWS-34-2017