



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

325 North Salisbury Street • Raleigh, North Carolina 27603
Courier # 56-20-25

Beverly Eaves, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

October 12, 2009

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

SUBJECT: FOSTER CARE MONTHLY VISITATION RECORDING CHANGE

The Social Security Act, Section 424(e)(1) and (2) requires all federal jurisdictions to submit annual data on the percentage of children in foster care who were visited monthly by a caseworker and the percentage of those who were visited in the residence of the child. Prior communications regarding this requirements were communicated in the following Dear County Director letters: FSCWS-33-07; FSCWS-45-07; PM-REM-AL-06-07; FSCWS-72-07; PM-REM-10-07; FSCWS-07-08; and CWS-01-09.

North Carolina implemented the data capturing of this information in the MRS web-based application database. During the 2 years since this implementation, statewide data has not been reflective of acceptable practice in this area. This matter has been discussed with State County Relations Committee as well as Services to Families and Children Committee. Strong support for finding an alternative means to collect the data was expressed by all parties.

Beginning October 1, 2009 foster care visitation data will be collected on the DSS-4263 Worker Daily Report of Services to Clients (Daysheet) form. This action will be in addition to entering the information in the MRS system. As caseworkers are presently required to complete a Daysheet for all activities, the addition of specific service codes for the purposes of documenting the required monthly visits should not be an added administrative burden to county staff.

When completing the DSS-4263 form, the Service Code 117 shall be used for face-to-face visitation with a child in foster care where the contact occurs at a location other than the child's residence of placement. Service Code 118 shall be used when the face to face contact occurs in the residence of the child's placement. Program Codes N, P, R, V, X, Z, Y, 0, 9, 13, and 22 are valid for these two new service codes. Service code 109 will continue to be used for foster care case management activities. Details concerning the use of these Service Codes are included in Services Information System User's Manual Change Notice CN-SIS-02-09.

Sincerely,

A handwritten signature in cursive script that reads "Charisse S. Johnson".

Charisse S. Johnson, Chief
Child Welfare Services Section

cc:	Sherry S. Bradsher
	Sarah Barham
	Child Welfare Services Team Leaders
	Children's Services Program Representatives
	Local Business Liaisons
	Regulatory and Licensing Services Consultants
	LaKeitha Miller
	Jack Rogers