



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES
CHILD WELFARE SERVICES

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

WAYNE E. BLACK
DIRECTOR

October 31, 2017

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

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

SUBJECT: 7 Day Process Review for Fatalities of Children Receiving Child Placement or CPS In-Home
Services

Effective November 1, 2017, North Carolina Division of Social Services (DSS) will review the fatalities of all children who are receiving Child Placement or CPS In-Home Services at the time of their death. This review will be conducted using the current On-Site Review Instrument (OSRI) as provided by the Administration for Children and Families/Children's Bureau.

The new policy requires that the county child welfare agency report such fatalities to DSS within 1 business day of learning of the death by contacting the county's assigned Children's Program Representative. DSS will schedule a review within 7 business days from the date of the fatality.

The review of a fatality pursuant to this policy is not to investigate cause of death of a child, but to review the county's adherence to policy and expected practice. The information garnered from the review should be used by the county child welfare agency to enhance the provision of child welfare services and to inform the State Child Fatality Review Team's determination if there is a need for an intensive review.

If you have questions regarding the 7 Day Process Review, please contact Debra McHenry at (919) 527-6396 or debra.mchenry@dhhs.nc.gov.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Cauley".

Lisa Cauley
Deputy Director

CWS-42-2017