



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

325 North Salisbury Street • Raleigh, North Carolina 27699
Courier # 56-20-25 MSC 2439

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

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

December 17, 2009

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

SUBJECT: ANNUAL CHILD WELFARE CASELOAD SURVEY

Attached is the Annual Child Welfare Caseload Survey for Calendar Year 2009. The information sought in this year's survey is the same as last year's survey. This year the surveys will be submitted electronically in an Excel format.

The results of the survey have many uses. They are used to respond to information requests from the General Assembly, the media, advocacy groups, and other interested parties, as well as for federal reporting. This information can also be used at the local level for budget purposes and position justifications. Because this is public information, please be sure the survey accurately reflects activities towards children's safety, permanence, and well being in your county.

The definitions, guidance, and instructions are included within the Excel worksheet. To access these notes, hold the cursor over any cell with a red triangle. A pop up box with the note will appear. This worksheet includes some calculations that will provide immediate basic feedback regarding staffing. This format is a tool that should make it easier for counties to use this information for planning purposes. Your CPR will be able to answer any additional question you may have.

Please complete the survey and return it by e-mail to Jeff Olson at jeffrey.olson@dhhs.nc.gov by January 31, 2010. If a Director's designee is returning the survey, please send a copy to your Director. This will replace the Director's signature which was required on previous years' surveys. If you are not able to transmit electronically, please forward the completed survey to Jeff Olson, Local Support Team Manager, 325 North Salisbury Street, MSC 2439, Raleigh, NC, 27699.

Thank you for your assistance with this important endeavor. If you have questions, please contact your CPR or Jeff Olson at (919) 334-1137.

Sincerely,

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

Charisse S. Johnson, Chief
Child Welfare Services

Attachment: [County CW Staffing Survey 2009.xls](#)

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

CWS-48-09