



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

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

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Pheon E. Beal, Director
(919) 733-3055

November 29, 2005

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

SUBJECT: Annual Child Welfare Caseload Survey

It is time to conduct our Annual Child Welfare Caseload Survey for Calendar Year 2005. As with prior caseload surveys, it is very important that each county respond by accurately completing the survey in a timely fashion. This year's survey is essentially the same as the one provided last year, but does include one addition that we all agreed would be captured by in this survey. We have added Part E Malicious Reports Data. When answering questions in Part E, please refer to DSS Administrative Letter #FSCWS-02-05 dated March 7, 2005.

Again this year, the Division is not asking for certain information on Foster Care and Adoptions, as we are able to access this information through our Child Placement and Payment System. The Division collaborated with the Child Welfare Funding work group of NCACDSS to review this year's survey. It is crucial that each County DSS Director and staff pay close attention to the survey. It is again likely that the results of the survey will be used when the Division meets with the General Assembly for the purpose of securing additional funding for MRS. In addition, as in the past, this data will be made available for the media; advocacy groups; and to assist with federal reporting requirements. There is no current plan for the Division to conduct another survey this fiscal year for the purpose of providing the General Assembly or others with information on staffing; therefore it is critical that each county accurately complete this survey.

A set of definitions/ instructions is included with each page of the survey to aid in its completion. Please pay close attention and adhere to these instructions. Do not make changes to the survey form. It is important that you follow the directions given. Your Children's Program Representative (CPR) is available to assist with the survey process as needed.

In order for the Division to compile the data in a timely manner, please complete the survey and return it to Keith Davis at 325 North Salisbury Street, MSC 2439, Raleigh, NC, 27699-2439 no later than December 22, 2005. Thank you for your participation in this important endeavor. If you have questions, please contact your CPR or Keith Davis at (919) 733-7831.

Sincerely,

A handwritten signature in black ink, appearing to read "Jo Ann Lamm".

Jo Ann Lamm, Section Chief

Attachment

cc: Pheon Beal
Children's Services Team Leaders
CPRs
Sherry Bradsher
Work First Representatives
Local Business Liaisons

FSCWS-55-05