



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

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

December 11, 2006

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: Children's Services Program Managers and Supervisors

SUBJECT: Annual Child Welfare Caseload and Staffing Survey

It is time to conduct our Annual Child Welfare Caseload Survey for Calendar Year 2006. 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 your agency completed last year. However, there are a few changes/additions, which include incorporating into the survey MRS terminology, and collecting data on the number of times your agency is called upon by other county DSS agencies to assist in CPS and/or foster care cases.

As in the past, 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 should be noted that the results of the survey once again could be used for the purpose of securing additional funding. 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 January 8, 2007. 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 cursive script that reads "Esther T. High".

Esther T. High, Acting Chief
Family Support and Child Welfare Services Section

Attachment

cc: Sherry Bradsher
Jo Ann Lamm
Local Business Liaisons
Family Support and Child Welfare Services Team Leaders

FSCWS-67-06