



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

2412 Mail Service Center • Raleigh, North Carolina 27699-2412

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

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

December 11, 2006

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTN: Child Welfare Program Administrators and Supervisors

SUBJECT: Required Training Prior to Conducting Family Assessments

There have been many questions lately regarding training requirements for employees and collaborative students who will be conducting Family Assessments. This letter is an attempt to clarify current expectations.

As you know, MRS Policy Training and Cornerstone III have been required trainings for employees before they are considered eligible to receive Family Assessment cases. However, the Division is currently incorporating MRS Policy and Family-Centered Practice information from Cornerstone III into pre-service and the job specific courses. Therefore, any employee who attended pre-service which **began** on or after Oct. 17, 2006, has met the training requirements and can conduct Family Assessments or Investigative Assessments once they have completed pre-service. These employees will still be required to attend their job specific training (*Investigative and Family Assessments in Child Welfare Services*) within their first year of employment.

MRS Policy and Cornerstone III have not yet been incorporated into the curriculum for current collaborative students. Until that process is completed, collaborative graduates and interns will need additional training before Family Assessment cases can be assigned to them. There are two options for these students, and for any employee who had pre-service which began prior to Oct. 17, 2006 and who has not yet attended MRS Policy Training and/or Cornerstone III. Students and employees can take the course *Investigative and Family Assessments in Child Welfare Services* which will be offered in the Winter/Spring 2007, or they can access the *Self-Study Guide for Family Assessment* which can be found on the Division's website under MRS Documents. The Self-Study Guide is designed to be used under the guidance of a child welfare supervisor or a county child welfare trainer. Either option will meet the requirement for MRS Policy Training and Cornerstone III prior to receiving Family Assessment cases. Some collaborative students will have already completed the Self-Study Guide prior to placement in your agency.

We hope this clarification will be helpful to you as you plan assignments for your new employees and collaborative students and will give you options for their growth and development. Please contact Ruth Harrison, Program Manager for Staff Development, at ruth.harrison@ncmail.net or by phone at 919-733-7672 if you have additional questions.

Sincerely,



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

cc: Sherry Bradsher
Jo Ann Lamm
Sarah Barham
Children s Program Representatives
Family Support and Child Welfare Services Team Leaders
Local Business Liaisons
Work First Representatives
Child Welfare Education Collaborative

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