



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

JOSH STEIN • Governor

DEV DUTTA SANGVAI • Secretary

LISA TUCKER CAULEY • Division Director, Human Services

July 24, 2025

**DEAR COUNTY DIRECTORS OF SOCIAL SERVICES**

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, MANAGERS, SUPERVISORS, SOCIAL WORKERS, AND LICENSED CHILD PLACING AGENCIES**

**SUBJECT: DSS-1515 FOSTER HOME FIRE INSPECTION SAFETY REPORT**

**REQUIRED ACTION:** ☐ Information Only ☒ Time Sensitive ☒ Action Required

The North Carolina Department of Health and Human Services, Division of Social Services (NCDHHS DSS) remains committed to a consistent review and update of its Regulatory and Licensing forms to ensure current standards and best practices. This ongoing effort is essential to maintaining the integrity and relevance of our work with resource families across the state.

**Effective August 1, 2025**, the DSS-1515 Foster Home Fire Inspection Safety Report form is being revised to better align with evolving safety requirements and to enhance the protection of children in licensed foster homes. The revision was prompted by a noted increase in re-licensure applications indicating a greater number of bedrooms than were originally documented at the time of the initial licensure. This discrepancy raised concerns about whether all bedrooms were properly assessed for fire safety. To address this issue, the **updated DSS-1515 form** includes a specific question on the **total number of bedrooms in the home**. This addition ensures that fire inspectors evaluate each bedroom for compliance with fire safety standards, and thereby reinforcing our commitment to the well-being of children placed in foster care.

**Use of the outdated DSS-1515 beyond July 31st will not be accepted for licensing or re-licensing purposes.** For questions, please contact Foster Home Licensing Manager, Jenny Millsaps, at [jenny.millsaps@dhhs.nc.gov](mailto:jenny.millsaps@dhhs.nc.gov).

Sincerely,

*Kimaree Sanders*

Kimaree Sanders, MSW, MPA  
Section Chief for Regulatory and Licensing  
Division of Social Services, Child Welfare  
North Carolina Department of Health and Human Services

Cc: Lisa T. Cauley, Division Director, Human Services, Child, Family, and Adult Regional Support  
Adrian Daye, Deputy Director for Child Welfare Practice  
Donna Fayko, Deputy Director for County Operations  
Kathy Stone, Section Chief for Safety  
Peter West, Section Chief for County Operations  
Heather McAllister, Section Chief for Child and Family Service

Attachment: Updated DSS-1515 Foster Home Fire Inspection

Report CWS-51-2025

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES**

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603

MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401

www.ncdhhs.gov • TEL: 919-855-6335 • FAX: 919-334-1018

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