

NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

JOSH STEIN • Governor

DEVUTA SANGVAI • Secretary

LISA TUCKER CAULEY • Division Director, Human Services

September 24, 2026

Dear County Directors of Social Services

Attention: Directors, Child Welfare Program Administrators, Managers, Supervisors, and Social Workers

Subject: Title IV-E Eligibility in Child Welfare and Program Monitoring Overview Training Opportunity

Required Action: ☒ Information Only ☐ Time Sensitive ☐ Immediate

PURPOSE: Regional Training Opportunities

The North Carolina Department of Health and Human Services, Division of Social Services (NCDHHS-DSS), is pleased to offer a series of in-person regional training opportunities focused on Title IV-E eligibility determination, documentation requirements, and program monitoring for child welfare programs.

This training is designed for county child welfare staff who have responsibility for eligibility determinations, documentation, and related case activities for:

- In-Home Services;
- Foster Care;
- Adoption Assistance; and
- KinGAP/GAP

The training will provide guidance on the proper determination and documentation of Title IV-E eligibility, including requirements necessary to support the appropriate claiming of federal funds.

The training will also address the appropriate identification and use of resources available to children in foster care, including SSI and Social Security benefits. Guidance will be provided regarding documentation and recordkeeping requirements when children receive these benefits.

In addition, participants will receive an overview of documentation expectations for program monitoring, including the records necessary to demonstrate compliance with federal and State requirements and support accurate eligibility determinations and claims.

Registration is required. Space is limited to 50 participants per training session. Participants may register for any regional training regardless of the location of their county.

Following registration, participants will receive an email confirmation prior to the training date confirming registration and providing the training location and other applicable details.

County leadership is encouraged to share this training opportunity with staff responsible for child welfare eligibility determinations, documentation, case management, and related program administration.

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

LOCATION: 1915 Health Services Way, Raleigh, NC 27607

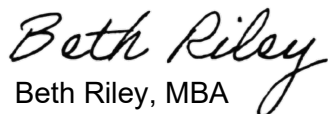
MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401

www.ncdhhs.gov • TEL: 919-855-6335 • E-FAX: 984-687-9586

For questions regarding the regional training opportunities, please contact:
 Nikki Hull, Child Welfare Eligibility and Compliance Manager, andrea.hull@dhhs.nc.gov.

DATE	Time	LOCATION	REGISTRATION LINK
10/29/26	9 am – 3 pm	Buncombe County DSS	Register Here
11/5/26	9 am – 3 pm	Cumberland County DSS	Register Here
12/4/26	9 am – 3 pm	DHHS Headquarters in Wake County	Register Here
12/7/26	9 am – 3 pm	Union County DSS	Register Here
1/12/27	9 am – 3 pm	Cleveland County DSS	Register Here
1/28/27	9 am – 3 pm	Bertie County DSS	Register Here
2/16/27	9 am – 3 pm	Moore County Ag Extension Office	Register Here
2/24/27	9 am – 3 pm	Halifax County DSS	Register Here
3/4/27	9 am – 3 pm	Guilford County DSS	Register Here
3/11/27	9 am – 3 pm	Onslow County DSS	Register Here
4/7/27	9 am – 3 pm	Surry County Service Center	Register Here
4/15/27	9 am – 3 pm	Southwestern NC Community College	Register Here
5/7/27	9 am – 3 pm	Beaufort County DSS	Register Here
5/18/27	9 am – 3 pm	Caldwell County DSS	Register Here

Sincerely,



Beth Riley, MBA
 Child Welfare Financial Officer
 Division of Social Services, Child Welfare
 NC Department of Health and Human Services

Cc: Lisa Tucker Cauley, Division Director Human Services, Child, Family and Adult Regional Support
 Donna Fayko, Deputy Director for Child Welfare
 Adrian Daye, Section Chief for Permanency
 William "Ben" Rose, Lead Regional Director
 Kimaree Sanders, Section Chief for Regulatory and Licensing
 Kathy Stone, Section Chief for Safety and Prevention Services
 Heather McAllister, Section Chief for Child Well Being
 Meredith Houchins, Interim Section Chief for County Operations
 Peter West, Lead PATH-NC Implementation Coach

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