

2013 Child Welfare Staffing Survey

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Agency Information

1. For what county are you reporting the child welfare staffing data?*

2. Who compiled your agency's data for this report and will serve as the contact person?*

3. Please select the position that best represents the person completing or compiling the data. *

4. Enter the contact information, telephone and e-mail, for the person named in Question 2 above. *

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CPS Reports During and After Business Hours

According to General Statutes, Directors of departments of social services are required to establish protective services in their county, including a means to receive and respond to protective services reports 24 hours a day, 7 days a week. In an effort to make this system readily accessible to the public, the Division of Social Services will be posting business and after hours contact phone numbers for each county department of social services on the Division's website. This is intended to make it easier for citizens with concerns to make reports quickly and efficiently in addition to facilitating the prompt transmittal of information between county departments of social services.

5. What is your agency's primary contact telephone number for receiving protective services reports during your agency's business hours?*

6. What is your primary agency's primary means of contact for receiving protective services reports outside of your agency's business hours?*

7. What is your primary agency contact telephone number for receiving protective services reports during your agency's business hours if you do not use 911? If you use 911, enter 0. *

8. What is a contact phone number to which persons outside your county can call your agency to make a protective services report outside of business hours?*

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Child Protective Services FTE's

FTE's, or Full Time Equivalentents are budgeted positions or parts of positions dedicated to specific tasks, in this instance, CPS Intake and Assessments. If there is 1 unit of 5 social worker FTE's in your agency and each FTE is dedicated to cover Intake 1 day per week, then of the unit you have 1 FTE dedicated to Intake and 4 FTE's dedicated to Assessments. With that in mind, please answer the next 2 questions.

9. How many full time equivalent (FTE) social worker positions does your agency have to cover CPS Intake? * The value must be greater than or equal to 0.

10. How many full time equivalent (FTE) social worker positions does your agency have to cover CPS Assessments? * The value must be greater than or equal to 0.

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Malicious Reports

Before responding to this question, please review Administrative Letter FSCWS 02-05 regarding the handling of Malicious Child Protective Services Reports. http://info.dhhs.state.nc.us/olm/manuals/dss/csm-05/man/FSCW_AL0205.htm#PO_0

11. In the calendar year 2013, how many reports did your agency record as malicious reports and retain a review report after following the protocol for their identification as outlined in FWCWS-AL-03-05? * The value must be greater than or equal to 0.

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Legal Representation

12. How many attorney full time equivalent positions are available to your agency to manage child welfare cases in Juvenile Court? Record percentages less than full time equivalent attorneys as decimals. * The value must be between .5 and 10, inclusive.

13. Of the attorney FTE's Question 10, record below the relationship that the FTE's have in your county. The total must not exceed the number in Question 16. *

	DSS Employee Reporting to Director	Employees of the County Attorney	Contract with the agency or county	Other
Attorney Relationship in the County	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Child Welfare Staff Vacancies

For each of the questions, full time equivalents refer to budgeted positions, not person. In some agencies, a supervisor may cover duties beyond child welfare. In instances such as that, record those positions only as a percentage of time they are actually budgeted for child welfare supervision. If the supervisor has 4 child welfare social workers and one adult services social worker, that would mean 80% child welfare time, or .8 full time equivalent. Please consult the Monthly Child Welfare Data Collection Workbooks.

14. Using your agency organizational chart, how many full time equivalent positions were budgeted in child welfare for each of the following positions? Percentage of positions should be recorded as a decimal. For example, if a Program Manager spends half time with adult services, record .5 for that FTE. *

	Number
Child Welfare Social Workers	<input type="text"/>
Child Welfare Supervisors	<input type="text"/>
Program Managers	<input type="text"/>
Program Administrators	<input type="text"/>

15. For the calendar year 2013, record the number of full time equivalent child welfare positions which became vacant due to the reasons below. The total must not exceed the total number of child welfare workers who left your agency during the year. For positions covering services other than child welfare, record only the percentage, as a decimal, of their time committed to child welfare. *

	Child Welfare Social Workers	Child Welfare Supervisors	Program Managers	Program Administrators
Promotion within your agency	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Lateral transfer within your agency	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Voluntary Resignation	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Involuntary Dismissal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Retirement	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Death	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Reduction in Force	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Training

This data will be used to determine the length of time it routinely takes for a child welfare social worker to begin assuming responsibility for a case load.

16. During calendar year 2013, how many child welfare social workers did your agency hire to fill vacancies? * The value must be between 0 and 25, inclusive.

17. What was the average number of weeks for newly hired social workers to assume responsibility for a caseload? The time frame would be from the time the position becomes vacant to completion of pre-service training. * The value must be between 0 and 25, inclusive.

18. Of the number of new hires noted in 16. above, how many were fully qualified when hired? * The value must be between 0 and 25, inclusive.

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Education

This provides information on the academic degrees of child welfare staff.

19. For each of the staff employed in the following child welfare positions, record the degrees they have obtained. The total recorded must not exceed the number record in Question 14 above. *

	Child Welfare Social Workers	Child Welfare Supervisors	Program Managers	Program Administrators
BSW	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Bachelors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
MSW	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Masters	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Higher degrees	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>