DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: CHILDREN’S SERVICES SUPERVISORS, PROGRAM ADMINISTRATORS, AND PROGRAM MANAGERS

SUBJECT/ PURPOSE: REVISIONS TO THE CHILD PLACEMENT AND PAYMENT REPORT FORM DSS-5094

REQUIRED ACTION:
☒ Information Only ☐ Time Sensitive Effective Nov. 16, 2020 ☐ Immediate

The Child Abuse Prevention and Treatment Act (CAPTA) requires the collection of information regarding children involved in the child welfare system. When a Juvenile Delinquency Court Judge orders the county child welfare agency to assume placement responsibility or a non-secure custody order, DHHS must keep track of that information to meet federal reporting requirements.

A new field (19A) has been added to the Child Placement and Payment Report form (DSS-5094) to collect this information. This form is required for each child that enters the legal custody of a county child welfare agency. When a county child welfare agency is given non-secure custody by a Juvenile Delinquency Court Judge an “X” must be placed in this field, only when Field 19 is coded “3”.

Please note that in the Foster Parent section of the Child Placement and Payment Report form the fields for race (64 and 66) have been restored.

Effective November 16, 2020, the CPPS data entry terminal will be updated to reflect these changes. If the county child welfare staff is using the form, please begin using the updated form on this date. County child welfare staff should ensure that the form is completed with all necessary and correct information. If you have any questions, contact your Regional Child Welfare Consultant and include your local support manager. This information can be found at (https://www.ncdhhs.gov/divisions/social-services/county-staffinformation/local-support-staff-schedules/childrens-services).

Questions regarding this change should be directed to your assigned Regional Child Welfare Consultant.

Sincerely,

Lisa Tucker Cauley, MSW
Senior Director of Child, Family and Adult Services
North Carolina Department of Health and Human Services

Attachments: DSS-5094
Appendix 2 CPPS Draft

cc:
Susan G. Osborne, Assistant Secretary for County Operations
Kathy Stone, Section Chief for Child Protective Services and Prevention
Teresa Strom, Section Chief for County Operations
Jennifer Oshnock, Manager Regional Child Welfare Consultants
Peter West, Manager Regional Child Welfare Consultants

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