



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**  
Division of Social Services

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations  
for Human Services

November 4, 2020

**DEAR COUNTY DIRECTORS OF SOCIAL SERVICES**

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

**SUBJECT: INTAKE MALTREATMENT AND SAI DATA SURVEY**

**REQUIRED ACTION:** \_\_\_ Information Only \_\_\_ Time Sensitive  Immediate

**PURPOSE: TO COLLECT PLAN OF SAFE CARE AND MALTREATMENT INTAKE REPORT DATA**

While we have enhanced our ability to collect information about substance affected infants (SAI) and Plan of Safe Care (POSC) through enhancements to the DSS-5104 and in NC Fast, there are still data elements that we must collect outside those systems. Given the changes in child protective services reports during the pandemic, there is also a need to collect this information more systematically.

For this reason, the monthly survey collecting SAI and POSC data implemented under DCDL CWS-12-17 has been revised and this letter supersedes that requirement. The revised survey, **Intake Maltreatment Data Survey**, reduces the number of questions around SAI and POSC and streamlines the work of collecting intake information. Regional Child Welfare Consultants will no longer be reaching out to request intake information since this will now be included in the survey.

Timely data on the numbers of children reported and screened in for child maltreatment assists the Division in supporting local agencies to understand the changes in reporting that impact child safety. A preview of all the monthly survey questions can be found in the Attachment to this DCDL: Intake Maltreatment Report Data.

**Next Steps**

Data Collection for July, August, September:

Counties will receive an email with a link to a survey that will ask for data for July, August and September 2020. Survey responses will be due the 22<sup>nd</sup> of October 2020.

Data Collection beginning November 2020

Counties will receive a monthly email with a link to a survey for data collected in October 2020 and going

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forward.

Responding to notifications of a SAI and the CAPTA requirement that every SAI have a POSC is complex; additional policy and guidance is forthcoming. However, should you have questions or need clarification, please contact your Regional Child Welfare Consultant. Information collected in this survey will be available to counties upon request.

**Note that counties utilizing NC FAST in Intake do not need to complete the survey**

Your efforts to make sure that the needs of NC's children and their families are met does not go unnoticed. Thank you for your time and effort in collecting this needed data.

Sincerely,

*Kathy Stone*

Kathy Stone,  
Section Chief  
Child Protective Services and Prevention

Attachment: Intake Maltreatment Report Data Survey Preview

Cc: Teresa Strom, Section Chief for County Operations  
Carla McNeill Section Chief of Permanency  
Linda Waite, Acting Section Chief of Licensing and Regulatory.  
Lisa T. Cauley, Deputy Director for Child Welfare

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