

## CHANGE NOTICE FOR MANUAL

**DATE:** February 4, 2009

**MANUALS AFFECTED:** FAMILY SERVICES MANUAL  
VOLUME I; CHILDREN'S SERVICES  
CHAPTER XIII – CHILD WELFARE FUNDING MANUAL

**CHANGE NO:** 02-2009

**TO:** COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION:** CHILD WELFARE PROGRAM MANAGERS & SUPERVISORS  
CHILD WELFARE SOCIAL WORKERS

**RE:** REVISION OF THE TITLE IV-E FOSTER CARE FUNDING

**EFFECTIVE:** February 1, 2009

### I. BACKGROUND

As a result of the Federal IV-E eligibility review conducted in June of this year, IV-E policy has been revised to correct and clarify issues resulting from the federal review.

**These revisions to the manuals are being sent to you via e-mail and will only be posted on-line.**

### II. Significant Changes

Changes to Chapter XIII involve new policy that allows a county, when redetermining eligibility, to substitute the foster care board rate for the AFDC standard of need for ongoing eligibility of IV-E funding. This means that the child's income would be compared to either 185% of the standard of need or to 185% of the foster care board rate. Remember also that if the child is a full time student, their income is disregarded entirely.

Clarifications to policy include the following:

- A. Adjustments to claim IV-E funds may be made for eight previous quarters. Since counties may claim IV-E funds from the first day of placement in the month in which all of the initial eligibility requirements are met, it is permissible to go back up to eight previous quarters to claim those funds from that point forward.
- B. Additional information was provided to assist in determining the removal home and constructive removal was explained.
- C. Counties were reminded that concurrent receipt of SSI and IV-E is permitted. When both are received, the SSI is reduced by the amount of the foster care payment.
- D. Clarification was provided that a person living in the removal home, who is eligible for SSI, regardless of their relationship to the child, is not counted in the family assistance unit and therefore neither their income nor resources are counted.
- E. Reasonable efforts requirements were defined as requiring a listing of the efforts made by the DSS and the judges determination that the efforts were reasonable.

In addition an explanation was provided for when efforts are not required in very limited circumstances.

- F. Chapter 50 custody orders were clarified and guidance was provided to consider these as an order to take the steps necessary to obtain custody in juvenile court.
- G. All foster care determination and redetermination forms (DSS-5120, DSS-5120A, DSS-5120B, and DSS-5120C) have been completely revised and updated. The DSS-5120B and DSS-5120C are new forms used when a Family Assistance Unit consists of more individuals than can be accommodated on the DSS-5120. All of the forms are now online and are interactive. Training will be provided on the use of the new forms.

Please ensure that all staff members who have child welfare responsibilities are provided copies of this material or can access it via the North Carolina Division of Social Services web site. The Division of Social Services' on-line manual web address is:  
<http://info.dhhs.state.nc.us/olm/manuals/manuals.aspx?dc=dss>.

### III. INSTRUCTIONS

Should you have any questions regarding these changes, please contact your Children's Program Representative or Thomas Smith at [thomas.smith@ncmail.net](mailto:thomas.smith@ncmail.net) or 919-334-1089.

<b>OBSOLETE:</b>	<b>INSERT:</b>
Remove old Part V of Manual	Insert new Part V of Manual

Sincerely,



Charisse Johnson, Chief  
Child Welfare Services

CJ:ts

cc: Sherry Bradsher  
Hank Bowers  
Sarah Barham  
Family Support and Child Welfare Team Leaders  
Children's Programs Representatives  
Local Business Liaisons