

CHANGE NOTICE FOR MANUAL

DATE: September 15, 2010

MANUAL: FAMILY SERVICES MANUAL (VOLUME I): CHILDREN'S SERVICES; CHAPTER VI – ADOPTION SERVICES; SECTION 1304 – ADOPTION EXCHANGE

CHANGE NO: 03-2010

TO: COUNTY DIRECTORS OF SOCIAL SERVICES

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

RE: ADOPTION EXCHANGE (NC KIDS) POLICY

EFFECTIVE: October 1, 2010

I. BACKGROUND / CHANGE INTENT

In March of 2009, the North Carolina Division of Social Services [announced](#) that it would resume internal management of the state's Adoption Exchange program. This transition was [made effective](#) July 1, 2009.

The intent of this notice is to provide an updated policy that clarifies any changes in protocol that have occurred since NC Kids has returned to the Division of Social Services. The revised policy instructs agencies on the process for registering children and adoptive families with NC Kids and lists other services available through the Adoption Exchange.

II. SIGNIFICANT CHANGES

NC Kids staff now have direct access to many of the same databases the counties use (i.e., CPPS, AIMS, etc.) which will allow for closer monitoring of children who are legally free for adoption and the ability to follow-up on placement outcomes.

This revised policy specifies that all waiting children must be registered within 30 days of becoming legally free for adoption but that if an adoptive family has been identified for the child, the adoption agency shall submit a written request for exemption in lieu of registration forms. The policy also clarifies the appropriate reasons and time limits regarding exemptions for registering children with NC Kids and specifies that exemptions are approved only for 180 days, at which time NC Kids will follow-up on the child's status. Guidance is also provided on procedures for searches of prospective families willing to consider Legal Risk placement.

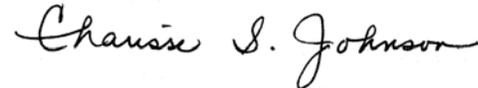
Lastly, the policy provides detailed information on public outreach and education services provides links to necessary forms and websites and explains that, in this age of access to internet-based information, the Photographic Listing Services (PALS) books are obsolete.

III. INSTRUCTIONS

Obsolete	Utilize
Family Services Manual (Volume 1); Chapter VI; Section 1304 (Adoption Exchange); All attachments within that Section	Family Services Manual (Volume 1); Chapter VI; Section 1304 (Adoption Exchange); (Rev. 09/2010) attached to this message

Should you have further questions please contact your agency's assigned NC Kids Program Consultant at (919) 334-1144 or your agency's Children's Program Representative.

Sincerely,



Charisse Johnson, Chief
Child Welfare Services

cc: Sherry Bradsher
Jack Rogers
Hank Bowers
Kathy Sommese
Child Welfare Services Team Leaders
Children's Programs Representatives
Local Business Liaisons