July 3, 2019

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: PROGRAM MANAGERS AND ADULT SERVICES SUPERVISORS

SUBJECT: MODIFICATION OF FORM DAAS-7016

The Division of Aging and Adult Services (DAAS) has modified form DAAS-7016 (Request for Coverage/Removal of Bond) to restructure data collection and accurately represent individuals favorably exiting guardianship. With these changes, Client Services Data Warehouse (CSDW) reports can be produced detailing individuals exiting guardianship through transfer to family, a guardianship corporation, or a different county DSS. This will highlight the effort that county staff invested into transferring guardianship to a family member. Form DAAS-7016 modifications are as follows:

- **Section A, Guardianship and Ward Information, (#9) Primary Incapacity** - The term Chronic Substance Use has been changed to Substance Use Disorder. The term Developmental Disability has been changed to Intellectual and/or Developmental Disability. (Changes characterize the diverse population of the guardianship program.)

- **Section B, Request for Removal from Blanket Bond Coverage, (#3) Guardianship has been transferred to** - This text-entry box was modified to a drop-down box entry with the following options: family, guardianship corporation, or different county DSS. (Limiting the choice, instead of leaving an open-ended text box, allows to accurately track the transfer of guardianship.)

To further clarify changes, a DAAS-7016 Form training webinar is available at: 2019-07-01 13.47 Completing the DAAS-7016 and DAAS-7016a (Part !!).mp4. Please begin using the updated DAAS-7016 Form (Revised 7-2019) immediately.

If you have questions regarding these updates you may contact the Adult Services Listserv at DAAS.AdultServices@dhhs.nc.gov.

Sincerely,

Joyce Massey-Smith
Director

JMS/KP/cw/pg

Attachment: DAAS-4016 Form
DAAS_AS_O5_2019