August 28, 2001

Dear County Director of Social Services

Attention: Children’s Services Supervisors
Children’s Services Social Workers

Subject: Changes to TEA Verification Form

Effective Date: Immediately

We have made minor revisions to the TEA Verification form that social workers use in documenting a child’s eligibility for TEA. The revision is made to conform to the AFDC-EA Settlement Agreement requirement that all services for an eligible child be documented within the first 30 days of TEA eligibility determination. Therefore, it is important that county DSS staff document within the first 30 days all potential services that a child might need. For example, if Intensive Family Preservation Services were being provided to a child, it is possible that the child may require foster care placement. The worker would then check the box next to “Out-of-Home Services” in addition to the box next to “In-Home Services”. If a service is not documented on this form within the first 30 days of eligibility determination, it cannot be funded with TEA for this 364 day period.

The newly revised form is attached and will also be posted on the Division’s website at http://childrensservices.dhhs.state.nc.us/ along with this letter. Please continue to use this form to document the services you are providing or that you anticipate providing to any TEA eligible child.

If you have questions, please contact Hope Hunt, Child Welfare Policy and Initiatives Team, at (919) 733-4622.

Sincerely,

Charles C. Harris, Chief
Children’s Services Section

Attachment

cc: Pheon Beal
Children’s Services Team Leaders
Children’s Program Representatives
Paul Lesieur
Gary Fuquay

CS-34-2001