

Glossary of Terms and Programs

<u>Abuse</u>	Any mistreatment of a child or disabled adult that results in harm or injury. Could be physical, emotional or sexual in nature. For disabled adults it could also be exploitation.
<u>Adoption Assistance</u>	Payments to assist adoptive parents with special needs children. Payments are for eligible families who need help with legal and financial aspects of caring for children placed in their homes. Mandated Program.
<u>Adoption Services</u>	Services to help families find children available for adoption, to place and supervise these cases and assist in the finalization of the legal process. DSS is by state law an adoption agency. Mandated Service.
<u>Assisted Living Facilities</u>	Rest home type care. In this type of situation, on-site medical services are not needed on an on-going basis. This is comparable to a retirement home level of care. DSS monitors assisted living facilities, family care homes and adult day care facilities for compliance with minimum standards and provides assistance to the facility when violations of licensure rules exist.
<u>Adult Care Home Monitoring</u>	Local DSS is required, as agent of the state, to carry out certain oversight and monitoring of adult care home facilities. Mandated Service.
<u>Adult Day Care</u>	A day program for older and disabled adults who need supervision and care for a limited number of hours per day.
<u>Adult Home Care Case Management</u>	Case management services in assisted living facilities for the more severely ill to prevent a move into a nursing home.
<u>Adult Placement Services</u>	Social Work Services provided to an individual or a family to assist in placement into a facility. Provides information on available and appropriate facilities. Mandated Service.
<u>Adult Protective Services (APS)</u>	Investigation of cases of abuse, neglect and/or exploitation of disabled adults. Mandated Service.

Automated
Collections and
Tracking Systems
(ACTS)

A Statewide database used by child support agents which contains case tracking and financial information on all clients with child support cases.

Emergency Assistance
(EA)

Assistance for any financially eligible family with at least one family member under the age of 18 that is experiencing a financial crisis. The crisis may be related to an eviction, a foreclosure, to prevent cut-off of utilities, medical related issues, etc.

Absent Parent

The person in the child support case that has "deserted" the child and who, therefore, must pay support.

Adult Protective
Services (APS)

Investigation of cases of abuse, neglect and/or exploitation of disabled adults. Mandated Service.

Block Grant

A method of funding whereby the federal government offers funds to the state with rather broad parameters of the use and accountability for the funds.

Community Alternatives
Program (CAP)

A Medicaid funded program that allows services to be provided in the homes of individuals to prevent the necessity of placement in a nursing home which is more expensive. Optional Program.

Caretaker

Any person other than a parent who has care or responsibility for the health and welfare of a juvenile.

Case Planning and
Case Management

Formerly referred to as treatment. After a case has been substantiated for abuse, neglect or dependency, but the child remains in the home, a case manager will create a case plan with the family to eliminate the unsafe conditions in the home. The family is monitored for improvement. Mandated Service.

Case Staffing

A group discussion (at least social worker and supervisor) about a particular family or individual to determine the best course of action.

Central Registry

Statewide confidential database that lists victim children and perpetrators of child abuse, neglect or dependency. Used when a new report is received by DSS to ascertain the Child Protective Services history of the family involved in the report.

Child and Family Services Reviews

Review that occurs every two years to evaluate quality of services in Child Protective Services, Foster Care and Adoptions.

Child Protective Services (CPS)

Investigating cases of abuse, neglect and dependency and work with families to eliminate/reduce problems that create a risk to children. Mandated Service.

Child Support Enforcement

Services to insure court orders for child support are executed.

Mandated Program.

Child Support Establishment

Services to insure creation of child support orders and establish paternity. Mandated Program.

Crisis Intervention Program (CIP) Federally funded financial crisis assistance to eligible families. Pays for heating and cooling related emergencies. 100% Federally Funded. Mandated Program.

Cost Allocation

Method for spreading (allocating) the cost of administration in the proportionate way to the programs provided. Cost allocation in DSS is done on the number of staff funded by each funded source as a percentage of the total. For example, if 10% of the staff is food stamp workers, 10% of the administrative costs of the agency will be charged to the Food Stamp funding source.

Child Protective Services (CPS)

Investigating cases of abuse, neglect and dependency and work with families to eliminate/reduce problems that create a risk to children. Mandated Service.

Day Care for Children

Child care services for children out of their homes to allow parents to work or attend training. DSS assists in the development of quality day care and provides subsidies to eligible parents. Mandated Program.

Dependency

A legal term which applies to a child that has no parent or legally responsible adult able or willing to take care of the child's needs.

DHHS

Department of Health and Human Services. The department at the state level under which the State Division of Social Services, Division of Medical Assistance, Division of Child Development, etc. fall organizationally. There are about 21 offices and divisions under the DHHS umbrella.

<u>Direct Charge</u>	Monies charged directly to a program or funding source.
<u>Director's Association</u>	<u>NCACDSS</u> - North Carolina Association of County Directors of Social Services. A statewide non-profit organization comprised of Directors of Social Services whose mission is to educate DHHS, the state divisions, the General Assembly, other levels of government and the community with whom we work about local needs. Opportunities are provided to share input to policy makers about local needs and efforts are made to influence policy development to make policy more amenable to easy, efficient implementation.
<u>DNA Testing</u>	Test to determine paternity of a child.
<u>DSS-1571</u>	Reimbursement expenditure report for the state and federal government.
<u>Electronic Benefits Transfer (EBT)</u>	The way that food stamp recipients receive their benefits. EBT replaced food stamp coupons with a magnetic swipe card (much like a debit card). Benefits are put into a bank account that can be accessed by recipients using the EBT card at Point of Sale (POS) machines located at authorized food stamp retail stores.
<u>Food and Nutrition Services (FNS)</u>	Federal program to give benefits to eligible individuals to assist in the purchase of food. The costs of the benefits are funded with 100% federal funds. Mandated Program.
<u>Foster Care for Children</u>	Services provided to children in the legal custody of DSS. These children are usually cared for in out of home placements because they cannot be cared for properly in their own homes. Mandated Program.
<u>Foster Home Licensure</u>	The recruitment, training and licensure of foster homes. Foster parents must go through a licensing process that ensures certain health, safety and living space requirements are met. Mandated Program.
<u>Fraud</u>	The legal determination that someone has obtained or attempted to obtain a benefit based on false pretenses. Fraud involves a willful act. General Assistance. Provides crisis financial relief for emergency situations. Funded with 100% county funds. Optional Program.

Guardianship Services

DSS, by statute, is designated as an option for the Clerk of Court in the appointment of a public guardian. Upon appointment, DSS must perform all duties necessary to care for the person and/or the estate. The DSS Director is the named guardian. No funds are appropriated by the state for this specific purpose. Mandated program.

HIPAA

Health Information P o r tability and Accountability Act provides federal protections for personal health information held by covered entities and gives patients an array of rights with respect to that information. At the same time, the Privacy Rule is balanced so that it permits the disclosure of personal health information needed for patient care and other important purposes.

Home Study/Kinship Assessment

A formalized assessment done to determine if a potential placement for Care a child is appropriate. Issues addressed include finances, discipline, actual space in the home and any other factor that would affect the stability and welfare of the child.

Information and Referral (I&R)

Information about and referral to a wide variety of programs, services and options within the community for families experiencing any type of emergency.

In-Home Services

Assistance by a trained aide in the basic daily chores required to maintain a person at home including food preparation, house cleaning and management, personal grooming, etc. The greater degree of personal tasks and medically related services, the higher level of aide training required. Mandated Services.

Intake

The service of accepting applications and requests for services and benefits.

Interstate Compact

Legal authority through which requests are made to other states to assess homes or to monitor children in the other state. Typically involves children who are in the custody of a county department of social services.

IV-D (Title IV-D)

Section IV-D of the Social Security Act. Refers to the Child Support Enforcement Program in which efforts are made to secure support for children. May include location of absent parent, establishment of paternity, court action to establish support obligation and enforcement of support obligation.

Program is mandated to be provided within the state. County does not have to operate the program. Stanly County chose years ago to operate the program.

IV-D (Title IV-E)

Section IV-E of the Social Security Act. Provides for services for certain foster children. This is a major funding source for the foster care program.

Kinship Care

When a relative or other court approved individual becomes the caretaker of a child. "Kinship Care Assessment" is administered to determine the suitability of the possible placement.

Low Income Energy Assistance Program (LIEAP)

Provides one time payment during a year to assist eligible families with energy costs. Payments are made in February of each year. 100% Federally Funded. Mandated Program.

LINKS

Independent living skills program provided to foster children between the ages of 13-21. Focuses on topics such as work, obtaining housing, education and budgeting. 100% Federally Funded. Mandated Program.

Mandate

Generally refers to a statute or regulation requiring certain services or programs to be provided. Major mandates include Adult Protective Services, Child Protective Services, Medicaid, Work First and Special Assistance. The term "unfunded mandate" usually refers to those laws and rules which are passed without funding (or adequate funding) to implement.

Medicaid

Medical insurance for low-income individuals. Recipients range from 0- 99+. This is the largest, most expensive county program. The local matching share for all Medicaid funded services (public or private provider) is paid through the DSS budget. Individuals who receive Work First Family Assistance or Special Assistance (Assisted Living) automatically receive Medicaid. Medicaid programs include:

MAF - Medical Assistance for Families

MIC - Medical Assistance for Children
MPW Medical Assistance for Pregnant Woman
MAA - Medical Assistance for the Aged
MAD - Medical Assistance for the Disabled
MAB - Medical Assistance for the Blind

Mandated Program

NCACBSS

North Carolina Association of County Boards of Social Services. Statewide organization made up of DSS Board Members who promote improvements in programs for DSS clients. Efforts are made to help mold policy affecting local citizens and the local DSS.

NCSSA

North Carolina Social Services Association. Non-profit organization made of members from all aspects of local departments of social services across the state with attempts to improve the "system" in North Carolina for staff and clients.

Overpayment

The administrative determination that a person has received a benefit to which he/she is not entitled due to oversight, error or failure to provide information in a timely manner. Willful intent cannot be identified.

Paternity
Establishment

Legal process for determining parentage of child.

Permanency Planning (PP)

The process of developing a long term plan for children placed out of their homes due to abuse/neglect/dependency and monitoring the plan to assure goal accomplishment.

Petition

Legal document presented to the court to request intervention and court orders in a Child Protective Services case.

Program Integrity

Task of investigation, establishment and collection of overpayments, whether fraudulent or misrepresentative, within each eligibility program area. Utilizes court action, both civil and criminal, wage garnishment, tax intercept, allotment reduction and voluntary repayment as methods of collections for overpayments of benefits. Also known as "Fraud Unit". Mandated Program.

Protective Payee
Services

Assistance in managing SSI, Social Security and public assistance benefits for people unable to do so.

<u>Public Assistance</u>	A legal term identifying the public aid programs of Medicaid, Work First, Food Stamps and Special Assistance.
<u>Rest Home Monitoring</u>	Local DSS is required, as agent of the state, to carry out certain oversight and monitoring functions of these facilities. Mandated Service.
<u>Special Assistance (SA)</u>	Pays for adult care home care for individuals who cannot afford to pay for the total cost of care. This program pays the difference between the cost of care and the eligible individual's income. Mandated Program.
	Special Assistance to the Blind. Provides for adult care home care for individuals who are visually impaired and cannot afford to pay for total cost of care. Mandated Program.
<u>Smart Start</u>	State funded initiative to help children, ages 0-5, to be exposed to early education, early screenings for health and development and remedial services to ensure the children arrive at school better able to learn. Smart Start funds are managed by the Partnership for Children. DSS receives some Smart Start funding to pay for child care subsidies.
<u>Skilled Nursing Facility (SNF)</u>	A nursing home.
<u>Temporary Assistance For Needy Families (TANF)</u>	Funds the Work First Family Assistance Program.
<u>Transportation (Medicaid)</u>	Transportation to and from Medicaid covered services for eligible Medicaid recipients if the recipient has no other means of transportation. Mandated Service.
<u>Title XIX</u>	The section of the Social Security Act that addresses the Medicaid Program.
<u>Title XX</u>	The section of the Social Security Act that authorizes block grant funds to states for provision of social services. This is the primary funding source for social work programs except for Child Welfare Services.
<u>Voter Registration</u>	Under current legislation, DSS must assist individuals who are applying for public assistance programs in registering to vote.

Voluntary Support

An agreement an absent parent can voluntarily sign to establish a child support order.

Welfare Reform

In 1996, the federal government passed legislation which eliminated welfare as an entitlement, limited the length of time recipients could receive funds and emphasized the preparation for economic self-sufficiency. In 1997, North Carolina developed the Work First program in response to the federal legislation.

Work First Family Assistance (WFFA)

Program provides a monthly check and Medicaid to those eligible. Mandated Program.

Work Permits

DSS issues youth work permits for the Department of Labor. No funds are specifically appropriated to fund this activity.
State Mandated Service.

