

AGENCY NAME:	Department of Social Services		
AGENCY CODE:	L04	SECTION:	038

Fiscal Year 2017-18 Accountability Report

SUBMISSION FORM

AGENCY MISSION	The Department's mission is to serve South Carolina by promoting the safety, permanency, and well-being of children and vulnerable adults, helping individuals achieve stability and strengthening families.
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

	Yes	No
RESTRUCTURING RECOMMENDATIONS:	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
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I have reviewed and approved the enclosed FY 2017-18 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Joan B. Meacham, Acting State Director

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BOARD/CMSN CHAIR <i>(SIGN AND DATE):</i>	
<i>(TYPE/PRINT NAME):</i>	

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AGENCY’S DISCUSSION AND ANALYSIS

Overview

The South Carolina Department of Social Services (DSS), one of the largest state Agencies, provides a vast array of services. For example, the Child Welfare Division includes Child Protective Services, Foster Care, Intensive Foster Care and Clinical Services, and Adoption Services. The Agency also provides Adult Protection and Domestic Violence Services, Economic Services including the distribution of food and financial assistance to families in need, Early Care (Early Child Care) and Education Services, and Child Support Services including the collection of child support for custodial parents, and the staffing of emergency shelters.

DSS Mission

The Department’s mission is to serve South Carolina by promoting the safety, permanency, and well-being of children and vulnerable adults, helping individuals achieve stability and strengthening families.

Strategic Planning and Performance Measurements

The strategic planning and performance measurements sections of this year’s Accountability Report reflect a focus on the core functions of DSS and the basic goals, strategies, and objectives needed to perform those functions with excellence. Many of these performance measurements are reported regularly to the federal government and are used by DSS for management and strategic planning purposes.

Division Highlights

Child Welfare Services

The Child Welfare Services programs are targeted to improve safety, permanency, and well-being outcomes for children and families who receive these services. The Child Welfare System of Services includes Child Protective Services, Family Preservation, Foster Care, Foster Home Licensing, Intensive Foster Care and Clinical Services, and Adoption Services.

The South Carolina Department of Social Services (DSS) is the Agency responsible for administering Title IV-B and IV-E funded programs and the related child welfare plans and services. DSS has outlined its plan for the administration of child welfare services programs in the South Carolina Child and Family Services Plan (CFSP) for the FFYs 2015-2019. The FFYs 2020-2024 CFSP will be developed in collaboration with both internal and external agency partners. This strategic plan, which must be submitted to the United States Department of Health and Human Services, Administration for Children and Families’ Children’s Bureau, will present goals, objectives, strategies, and services planned for the five-year period. DSS will submit the 2020-2024 CFSP to the Children’s Bureau in June of 2019 for the Children’s Bureau approval.

Each year during the five-year plan cycle, DSS is required to file a progress report (Annual Progress and Services Report) with the Children’s Bureau. Throughout the year, DSS engages internal and external partners to discuss progress and challenges in meeting plan objectives. During these meetings with Agency partners, DSS and its partners make adjustments in plan strategies as needed.

DSS submitted its FFY 2019 Annual Progress and Services Report on June 30, 2018. Many of the Goals, Strategies, and Objectives indicated in this Accountability Report reflect the updated SC Child and Family Services Plan in the APSR.

In 2017, the regionalized intake hub system completed its rollout to each of the 46 counties, Monday-Friday, 8:30 a.m. -5:00 p.m. Phase three, the final phase of this process, has begun to have all 46 counties

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in the state served by a regionalized intake hub system 24 hours a day, 7 days a week. While, the Agency has already started the hiring process of second and third shift intake workers; this phase is projected to be completed by the end of 2018.

Last fiscal year, DSS updated its website to not only provide an updated look for the Department, but to better serve the public and our partners by making information more accessible. For the last two years, the Department has published data on its website regarding child fatalities caused by abuse or neglect.

DSS has developed a comprehensive Child Fatality Review and Response Protocol for internal child fatality reviews and implemented it in collaboration with the Coroner’s Association, the State Child Fatality Advisory Committee (SCFAC) , the South Carolina Child Abuse Medical Response System, the South Carolina Law Enforcement Division, and the Department of Health and Environmental Control. The protocol ensures a rapid response to child safety concerns, initial and ongoing comprehensive reviews, Child Abuse Pediatrician consultation, and a focus on practice improvement and support to community child abuse prevention efforts. A Near Fatality Review and Response Protocol that will be incorporated into the Child Fatality Review and Response Protocol is under development. DSS is in the process of hiring a State Child Fatality and Near Fatality Review Coordinator within the newly created office of Safety Management. This Coordinator will be assigned SCDSS staff that participates in the SCFAC. The office of Safety Management will help develop a robust response protocol that will add fidelity to SCDSS Child Fatality and Near Fatality Review protocol.

The Agency has completed the third round of the federal Child and Family Services Review (CFSR). The CFSR measures the states’ compliance in meeting federal safety, permanency, and well-being outcomes for children and families. The two components of this review are quality assurance case reviews and a Statewide Assessment of Systemic Factors. The Systemic Factors by which the State was measured include: Statewide Information System, Case Review System, Quality Assurance System, Staff and Provider Training, Ongoing Staff Training, Foster and Adoptive Training, Service Array and Resource Development, Agency Responsiveness to the Community, Foster Home Licensing, Adoptive Parent Licensing, and Recruitment and Retention. The findings from this assessment was submitted to the Children’s Bureau for evaluation. The final report from the Children’s Bureau detailing the findings of the review was received during the second quarter of 2018.

To address the areas needing improvement in the final report, the Agency, in collaboration with the Children’s Bureau, is developing a Program Improvement Plan (PIP) based on the final results of the Child and Family Services Review (CFSR). The PIP will outline goals, strategies, and action steps pertaining to: quality worker visits, guided supervision, case planning, training, and continuous quality improvement. Once the PIP is accepted by the Children’s Bureau, implementation will begin in ten pilot counties: Greenville, Jasper, York, Berkeley, Pickens, Newberry, Chesterfield, Fairfield, Aiken, and Horry. The PIP, in conjunction with developing a new Practice Model, will impact the Agency’s goals and strategies for improvement in the child welfare system.

In addition to these reforms, the agency is developing strategies and processes for effective implementation and practice change, redesigned foster home licensing with plans to align it with the adoption licensing process, new efforts to recruit foster homes, and the development of an improved safety program. These reforms will mean better service for the children and families under the agency’s care, and represent a major upgrade in performance.

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Michelle H. Settlement Agreement

On October 4, 2016, the U.S. District Court approved a settlement agreement ("Settlement Agreement" or "Agreement") to resolve a class action lawsuit filed against the Department in January 2015 by Children's Rights and the South Carolina Appleseed Legal Justice Center ("*Michelle H* lawsuit") on behalf of children in foster care. Entering into the Settlement Agreement allowed the Department to avoid prolonged, expensive litigation and continue to remain focused on implementing reforms to improve the quality of foster care for children in South Carolina.

The Agreement requires improvement for children in foster care in the areas of caseload sizes, Out of Home Abuse and Neglect (OHAN) investigations, placements, visitation, and healthcare. The Settlement Agreement sets targets in these areas and requires development and implementation of plans to improve Department performance to comply with the agreed-upon targets. Over the last year, the Co-Monitors have approved implementation plans for the areas of OHAN and healthcare. The Department is currently developing implementation plans for the areas of placement, visitation, and caseloads and anticipates approval of those plans by the end of the year.

Even during plan development, however, the Department has been implementing sustainable reforms to improve its policies, practices, and systems and will continue to do so over the next several years. The Department has shown success in the areas of increasing the placement of children ages 0-6 in foster homes, rather than congregate care facilities; significantly improving the Department's OHAN intake practice; setting caseload standards that comply with the Child Welfare League of America recommended standards for class members; collaborating with the Department of Health and Human Services and the state's managed care organization for most foster care children, Select Health, to develop routine data reports on the healthcare status of class members; developing tools for field staff to improve the quality of visitation; developing additional trainings for caseworkers and expanding the Department's training capability for delivery of this training; and retained an external expert to conduct a data audit to ensure the validity of the data related to class members.

The first reporting period begun on October 4, 2016, upon approval of the Settlement Agreement by the court, and ran through March 31, 2017. Each reporting period thereafter is a sequential six-month period. The Co-Monitors file a Monitoring Report with the federal court of the Department's progress for each period.

Economic Services

The Office of Economic Services seeks to effectively and efficiently serve the citizens of South Carolina by helping individuals and families achieve stability through financial and other temporary benefits while transitioning into employment. This encompasses multiple programs and divisions, including the Temporary Assistance for Needy Families (TANF) program, the Supplemental Nutritional Assistance Program (SNAP), the Division of Employment Services, and the Division of Early Care and Education. Several recent efforts and initiatives are discussed below.

Food Stamp Payment Accuracy

DSS enhanced the accuracy of administering benefits in the federal Supplemental Nutrition Assistance Program (SNAP) – commonly known as food stamps – by significantly reducing the error rate. Reducing errors helps ensure that clients are not underpaid or overpaid with their nutrition benefits. In 2018, Economic Services received a \$2.4 million high performance bonus award from the federal Food and Nutrition Service for FFY 2017. DSS has received bonus awards every year since 2011, totaling more than \$13.1 million. South Carolina consistently ranks among the top in the nation for payment accuracy.

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Striving to Achieve Rapid Success (STARS)

In 2018, DSS implemented a new program for adults who receive TANF benefits, replacing the previous Jobs Upfront Mean More Pay (JUMMP) program. The goal of STARS is to provide holistic, wraparound services that will result in increased soft skills, increased job readiness tools, reduced barriers to employment, and ultimately, increased employment outcomes for TANF participants. Contracted providers are located in the comprehensive SC Works Centers statewide which simultaneously provides a holistic array of services by co-located partner organizations while also fulfilling the TANF obligation to the Workforce Investment and Opportunity Act (WIOA). The STARS contract is entirely performance-based and the vendor is only compensated if success is documented and verified for participants.

Workforce Innovation and Opportunity Act (WIOA)

DSS continues to further expand the agency’s existing partnerships and to establish new relationships with collaborative agencies and specifically, organizations that can assist with our goals of providing more efficient services to both jobseekers and employers. One of the ways DSS has worked toward these goals is to participate in the State’s planning for the requirements of the Workforce Innovation and Opportunity Act (WIOA). DSS has participated in the discussions and planning for the State’s four-year Unified State Plan. As a required WIOA partner, the TANF program has been a specific focus and DSS has also strategically incorporated SNAP E&T as a recommended partner.

All Workforce Consultants have “staff level access” to SCWOS, South Carolina’s largest workforce development database and labor market repository. This allows Workforce Consultants to assist job seekers remotely and with real-time employment opportunities. Workforce Consultants also have a presence in all SC Works comprehensive centers statewide.

Division of Early Care and Education

The Division of Early Care and Education (DECE) administers multiple programs, including SC Voucher, ABC Quality, the Center for Child Care Career Development, Child Care Licensing, and the Child and Adult Care Food Program. The Head Start Collaboration Office is also located within the Division.

DECE provides oversight for all legally operating child care facilities in the state. It provides inspection, monitoring, and training of providers to comply with the state regulatory health and safety requirements. The Child Care Licensing (CCL) regulations serve as the basis for the protection of children’s health and safety while in care. During this year, new regulations for Child Care Centers were ratified, and regulations and standards for Family Child Care Homes are under review by the Child Care Advisory Board. The Child Care Licensing system is undergoing an inter-rater reliability process to ensure consistency in monitoring of child care facilities statewide, as well as the use of best practices to efficiently and effectively monitor child care programs for health and safety.

ABC Quality (ABCQ), the state’s voluntary quality rating improvement system (QRIS) for child care facilities is a broad five tier quality structure that includes Level A+, A, B+, B, and C. The QRIS is based on comprehensive standards to assist child care providers enhance their program beyond licensing standards.

The new SC Early Learning Standards in Early Care and Education (ELS) have been finalized and adopted by the State Board of Education and are being rolled out by ABCQ. Copies of the Early Learning Standards have been provided to over 1,000 child care providers. DECE has disseminated over 9,000 copies of the ELS. Professional development was provided to 176 Certified Trainers and Technical Assistance Providers and early care and

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education professionals. The new early learning standards provide a seamless system of standards from birth to K-12 and provide consistency of expectations for all early care and education programs, public and private.

The revised ABCQ program standards have streamlined the quality rating and improvement process and are anticipated to increase participation in QRIS which, in turn, will increase access to high quality child care for all children, including low income families utilizing child care subsidies. Rollout and implementation of revised standards is ongoing.

The new revised ABC Quality Assessment tool, provides a continuum of quality through the use of one assessment tool for all quality levels, and also aligns with the SC ELS, is being rolled out to child care centers statewide.

SC Voucher, the state child care subsidy program, provides differential rates of payments for urban and rural counties based on results of periodic Market Rate Surveys as mandated by federal regulations. Continuing work on the SC Voucher Online SVL will better serve our provider base and process voucher payments timely and efficiently.

The Center for Child Care Career Development (CCCCD) is a multi-faceted system designed to manage professional development for the state’s Early Care and Education (ECE) system and enhance education and professional development of early childhood programs in SC to increase overall quality. CCCCCD maintains a strong working relationship with the technical college system that fosters advance professional development opportunities for the child care workforce. It also has articulation agreements with 11 colleges and universities to offer Bachelor Degree scholarships in Early Childhood. It administers the SC Teacher Education and Compensation Helps (T.E.A.C.H.) scholarship program to provide an educational career path for caregivers and directors including 1,543 Scholarships awarded to individuals and sponsored 246 child care programs. CCCCCD also awards early childhood credentials to individuals who obtain specific coursework in early childhood education. Finally, CCCCCD operates the statewide SC child care training system which registers and certifies all child care trainers in the state, as well as documents all child care training hours required by DSS Licensing. This includes 30,815 distinct students trained and 669,411 total credit hours awarded.

DECE continues to provide support for the federally mandated 27 hour Health & Safety Pre-Service Certificate courses required of child care providers. As of 7/1/2018 348, 658 individual courses have been completed, and 14,610 students have completed the 27 hour certificate.

Through several contractual agreements DECE provides support for the provision of specialized guidance (which include training and technical assistance) to all types of child care providers across the state which build and enhance knowledge and skills that are critically important to providing high quality care for young children (including those with special needs, developmental delays). These initiatives include the SC Inclusion Collaborative, SC Child Care Resource and Referral Network, SC Beginnings, and SC Program for Infant and Toddler Care (PITC). As a result of DSS’ investment in the professional development of infant-toddler caregivers, South Carolina has the third largest number of fully certified graduates from PITC nationwide. South Carolina has established a statewide PITC network of infant-toddler specialists who provide intensive training and technical assistance to child care programs to improve the quality of care for infants and toddlers.

DECE continues to expand target audiences and methods of outreach/communications for its statewide broad based consumer and community awareness outreach campaign about the importance of quality child care and the state’s quality rating and improvement system (ABC Quality).

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DECE continues to give priority to families experiencing homelessness for child care voucher slots. This initiative is a result of a partnership with the SDE’s McKinney-Vento Program, the SC Coalition for the Homeless, and the four regional coalitions. To date, approximately 1,500 children have received child care vouchers. DECE is often asked to speak nationwide about its work with this initiative.

DSS developed a statewide solicitation for the provision of Afterschool and Summer Reading program slots to increase access to child care for low-income families. Slots were awarded to 10 providers in the state. In SFY 2018, expenditures were made for 114 average monthly number of children (proxy for slots) in the Summer Reading/Afterschool Program.

DECE partnered with USC to launch the SC Early Care and Education Workforce Study. This study will provide information to better understand the experiences of the Early Care and Education Workforce and help guide decisions intended to support a stable and effective Early Care and Education Workforce. DECE has also contracted with MUSC on an initiative to study the prevention of preschool expulsion. This initiative is using a cross-sector systems approach to address the workforce needs for infant and early childhood mental health and conduct a pilot of teacher wellness services to focus on stress reduction and management, basic financial wellness, nutrition and physical health through wellness activities, and creating a positive physical environment supporting stress reduction.

The Child and Adult Care Food Program (CACFP) through a contractor developed and implemented a web based data system. Implementation of the Applications and Claims module went live in 2017 resulting in greater efficiency for institutions applying and participating in the program. Work continues on the final Compliance module.

Child Support Services

The Child Support Services Division (CSSD) establishes and enforces orders for child support, establishes paternity for children when paternity is an issue, locates absent parents when whereabouts are unknown, and collects and distributes child support payments. CSSD also provides enhanced fatherhood initiatives and new linkages to child welfare services and employment-related services to improve the capability of both custodial and non-custodial parents to provide their children with the financial, physical and emotional support they deserve and need to be safe and to thrive.

Over the past year, the Child Support Services Division continued to increase its child support collections, with collections reaching a total of \$301,419,050 for the state fiscal year. This represents an increase of four hundredths of a percent, or \$1,132,383.

The transition in the trainings done by the Clemson YLI staff continued during the 2017-2018 fiscal year. While still held, instructor-led trainings decreased significantly, and efforts were turned towards the Learning Management System, and research.

The main research project undertaken during the year was a study of the state’s Review & Adjustment Process and its outcomes. Review & Adjustment is essentially the review of a child support order to determine whether or not the amount being paid is commensurate with the state’s Child Support Guidelines. Reviews are usually done upon one of the parties’ request, but some – TANF cases, for example – are mandatory every three years. Historically, CSSD has had difficulty keeping up with review requests and completing them on time. However, with the dedication of staff hired through our Clemson contract, the program has turned the corner and is completing reviews in a timely manner. This year-long study, however, was on the outcomes of the reviews, and yielded predictable, but now verified, results. It showed that individuals whose orders had been adjusted

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downward had an average payment rate of 87%, in comparison to an average payment rate of 67% prior to their orders being adjusted. Essentially, those who qualified for reductions in their support amounts paid better than they had in the past.

The partnership with the South Carolina Center for Fathers and Families grew stronger throughout the year, culminating in the opening of a fixed location in Walterboro, South Carolina, which will allow easier reach into the thus far underserved low country. Residents in Beaufort and Jasper Counties, two which have been particularly persistent about their need for these services, will now receive Tier Two Services, which entails the full gamut of available services, but with movable locations. Enrollment state-wide in the six different programs remained high – at about 1,500 enrollees being served per month, serving about 3,000 children per month.

The Division rolled out its imaging system, with training beginning in July 2017. It is now operational state-wide and is yielding the anticipated results of making information readily available to staff and freeing much needed office space. By making all case documents only a click away, going paperless has greatly improved organization and efficiency. Its integration into the routine work flow has been a success.

CSSD continues to work with Conduent to transfer the Delaware child support system, known locally as Palmetto Automated Child Support System (PACSS). Implementation is on schedule, and will be completed state-wide by July 2019. As of June, 2018, more than two dozen CSSD and family court staff have completed training on the system, many of whom also participated in testing with actual extracted data. Testing has been successful so far and the pilot is scheduled to begin on October 1st, 2018 in Aiken, Fairfield, Sumter, and York Counties.

Adult Advocacy Division

Adult Protective Services

Adult Protective Services (APS) is mandated to investigate non-criminal reports of abuse, neglect and exploitation of vulnerable adults. APS has the responsibility to provide protection to persons 18 years of age or older who reside within the community setting and have a physical or mental condition which prevents them from providing for their own care or protection. This includes adults who are impaired because of advanced age and/or physical, mental or emotional dysfunction.

To help bring consistency to the state’s 46 counties, the Adult Advocacy Division partnered with the University of South Carolina to create an APS Intake Tool which assists Intake workers in making an informed decision on the vulnerability of alleged victims and determining if there are allegations of abuse, neglect, self-neglect or exploitation. The tool was automated and incorporated into the Child and Adult Protective Services System (CAPSS) in July 2018. A quality assurance measure was also added to the tool with its automation in CAPSS. The State Office of APS now receives e-mail notifications when the intake decision is overturned thus prompting a review and possible reinstatement to the original intake decision as warranted.

In collaboration with USC, the APS Basic Training program continues to be improved and monitored. Planning for on-line Training Modules has also begun. Participants receive training on APS Foundations, Interviewing, Preparation for APS Casework (APS law, policies, and values), APS Casework Processes (Intake, Risk Assessment, Safety Planning, and Needs Assessment), Aging, Disabilities, Risk Assessment and Needs Assessment, Interviewing, and Closing Cases. Specialized intake training for Hub Intake Practitioners was also implemented in July 2018.

Initiatives have been launched with various community partners to develop more resource placement alternatives for alleged victims throughout the state. These include: attempts to purchase of beds for emergency placements to assist in minimizing the need for costly sitter services; dialog in support of expedited

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Medicaid for APS clients in DSS custody and research on emergency housing for vulnerable adults who are in need of mental health services and disability and special needs services.

APS held a “Back to Basics – Part II” work group meeting for APS case managers from across the state. The focus of the workgroup was on Medicaid, Legal Issues, and APS Policy. APS plans to hold at least one workgroup meeting each year for APS case managers.

APS State Office staff provided Policy Refresher sessions to county office staff. State Office Staff conducted these sessions in the state’s 5 regions. All county APS staff were invited to participate.

APS continues to use an e-mail blast process to communicate with APS Supervisors and Case Managers in County Offices and State Office staff. Content of these e-mails include policy revisions, clarifications, and Directive Memos.

APS was awarded a Victims of Crime Assistance (VOCA) grant to pilot the Family Group Conferencing model with 20 adult victims, hire 5 APS Lead Intake Practitioners for the Intake Hubs, and hire a full-time Victim Advocate to increase placement and resource options available statewide. APS was awarded the VOCA grant again for 2018-2019 and the grant amount was increased by almost \$300,000.00. In addition to funding the activities initiated under the 2017-2018 grant, APS will hire 5 additional APS Intake Practitioners for the Hubs and will expand the Family Group Conferencing project from 20 to 40 Families.

APS voluntarily participates in the National Maltreatment Reporting System (NAMRS), which collects data from all states and will provide more benchmarking resources for the Division. APS submitted data for 2016 and 2017 and will submit data for 2018 as well.

APS hired a County Operations Director in August 2018. This position will work closely with Regional and County Directors to improve communication between the State and County levels, direct and manage the daily operations of county APS programs, ensure that APS policy is implemented consistently across counties, evaluate APS performance in counties and develop and monitor improvement strategies, direct the implementation of initiatives targeted to improve APS in the counties, and monitor and track staffing levels and caseloads in the counties.

APS took over the management of the Social Services Block Grant (SSBG) for the agency in December 2016 and continues to manage the grant and file required reports with the federal Administration for Children and Families to maintain compliance with grant requirements.

APS conducted Focus Group meetings in 10 counties as a result of a legislative proviso. These Focus Groups included representatives from the Department of Health and Human Services, Department of Disabilities and Special Needs, Department of Mental Health, local hospitals, the Lt. Governor’s Office on Aging (through local Councils on Aging), and other community partners. The meetings addressed the available services/resources in the counties for vulnerable adults, the service gaps/needed services in counties for vulnerable adults, the positives related to services for vulnerable adults in each county, the negatives or areas needing improvements related to services for vulnerable adults in each county, and recommendations for services related to vulnerable adults in each county. APS Performance Coaches are working with county APS staff to implement APS Multidisciplinary Teams as an outgrowth of these focus groups.

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APS continues to address recommendations made by the Legislative Audit Council in 2017. Of the 51 recommendations directed toward APS, 36 have been completed, 6 are in process or on-going, and 9 will be considered in the future.

APS continues to be an active member of the Adult Protection Coordinating Council along with representatives of the Attorney General’s Office, Lt. Governor’s Office on Aging, Criminal Justice Academy, Department of Health and Environmental Control, Department of Mental Health, Department of Disabilities and Special Needs, Department of Health and Human Services, Police Chiefs’ Association, Commission on Prosecution Coordination, Protection and Advocacy for People With Disabilities, SC Sheriff’s Association, SC Law Enforcement Division, Long Term Care Ombudsman’s Office, SC Medical Association, SC Health Care Association, SC Home Care Association, Department of Labor, Licensing and Regulation, SC Court Administration, a representative of a provider association for home and community-based services, and a representative of a residential care facility organization.

APS worked with the State Law Enforcement Division (SLED) to produce an instructional video for law enforcement officers on the procedures for Emergency Protective Custody.

Domestic Violence

The Domestic Violence Program provides support for domestic violence programs throughout South Carolina as mandated by South Carolina Code of Law Title 20 Domestic Relations Chapter 4 Section 20-4-160. Domestic violence crisis intervention and prevention services are provided to support victims of family violence and their children through a network of community based/nonprofit service providers. The Domestic Violence program helps to fund, monitor and provide technical assistance to these programs.

The Domestic Violence Program is coordinating with the University of South Carolina, College of Social Work to incorporate the dynamics of domestic violence into APS Basic and other specialized trainings. The program will also offer domestic violence training to DSS employees. Additionally it will also focus on prevention services through a contract with the One Circle Foundation, which will provide for a girls’ centered prevention program called “Girls Circle” and a boys’ centered prevention program called “Boys Council”. Community partnerships will continue to be enhanced as more partnerships are created with service providers and through monitoring contracts.

Administration

Staff Development and Training (SD&T)

SD&T hired five staff members in the fall of 2017. In June 2018, the Child Welfare Training Director was hired. SD&T began offering the AAA Driver Improvement Program which consists of an 8-Hour Course and a 4-Hour Refresher Course to DSS employees in October 2017. From October 2017 – June 30, 2018 this unit has conducted 59 sessions spanning all 5 regions, training a total of 1,180 employees. In January 2018 SD&T went live with online courses on the SCEIS Learning Management System (LMS) for DSS and in February 2018, implemented the online course registration process for instructor led courses. As of June 2018, the unit has added 14 Online Courses and 16 Instructor Led courses.

Risk Assessment and Mitigation Strategies

DSS provides services to families throughout South Carolina and plays an important role in the lives of children and adults who find themselves in difficult and challenging situations. Every year, DSS strives to improve on past performance and build a knowledgeable workforce that is prepared to face any situation that presents itself. The agency works closely with and relies on other state agencies, non-profit organizations, and others in the delivery of these services. If the agency were unable to carry out its goals and objectives, the public would not

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receive timely or quality services at their point of need. From delivering employment assistance, child support enforcement services, child protective services, food assistance, vulnerable adult services, and much more, DSS plays an important role in the array of services provided by the state government. DSS works closely with the General Assembly to ensure that the agency is able to fulfill its goals and objectives, including presenting budget requests to fund the agency's efforts, proposing improvements to state law and regulation that will enable DSS to better serve families, and adjusting agency practice and policy to address concerns raised by the public and our oversight bodies.

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Strategic Planning and Performance Measurement
Template

Statewide Enterprise Strategic Objective	Type	Item #			Description
		Goal	Strategy	Measure	
Healthy and Safe Families	G	1			Promote the safety and well-being of children and vulnerable adults; promote permanency for children.
Healthy and Safe Families	S		1.1		Assess and improve the quality of abuse and neglect report intake decisions.
Healthy and Safe Families	O			1.1.1	Complete last phase for regionalized intake statewide, including hiring of additional Human Services employees needed for successful implementation.
Healthy and Safe Families	O			1.1.2	Develop and implement process to regularly evaluate results of initial regional intake roll-out (volume and quality).
Healthy and Safe Families	O			1.1.3	Continue training for VOIP phone system.
Healthy and Safe Families	O			1.1.4	Improve tools and consistency across regions for screening children and vulnerable adults.
Healthy and Safe Families	O			1.1.5	Increase public awareness regarding mandated reporters and criteria for accepted abuse and neglect reports.
Healthy and Safe Families	S		1.2		Improve the timeliness of initiating investigations.
Healthy and Safe Families	O			1.2.1	Conduct regular review of Investigation timeframes.
Healthy and Safe Families	O			1.2.2	Conduct regular quality assurance case reviews to ensure timely services.
Healthy and Safe Families	O			1.2.3	Complete the Business Process Redesign for Assessment and implement recommendations.

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Strategic Planning and Performance Measurement
Template

Statewide Enterprise Strategic Objective	Type	Item #			Description
		Goal	Strategy	Measure	
Healthy and Safe Families	S	1.3			Improve the quality and consistency of ongoing assessments of safety and risk to children and vulnerable adults.
Healthy and Safe Families	O			1.3.1	<i>Complete the development and pilot of the new Child and Family Assessment and Case Planning Tool.</i>
Healthy and Safe Families	O			1.3.2	<i>Evaluate the new Adult Assessment and Case Planning Tool.</i>
Healthy and Safe Families	O			1.3.3	<i>Build capacity and skills for identifying, reporting, and determining services for victims of sex trafficking.</i>
Healthy and Safe Families	O			1.3.4	<i>Build Supervisory capacity and skills to continually improve support for critical thinking around child and adult vulnerability and caregiver protective capacity.</i>
Healthy and Safe Families	O			1.3.5	<i>Implement trauma-based assessment.</i>
Healthy and Safe Families	O			1.3.6	<i>Conduct annual health and safety inspections of all regulated child care providers in the state.</i>
Healthy and Safe Families	S	1.4			Reduce repeat maltreatment for children and vulnerable adults.
Healthy and Safe Families	O			1.4.1	<i>Utilize Family Engagement services in conjunction with the Signs of Safety framework to identify and engage family networks and enhance the family's ability to provide ongoing safety.</i>
Healthy and Safe Families	O			1.4.2	<i>Build staff competencies to create ongoing safety networks for children prior to all case closures.</i>
Healthy and Safe Families	O			1.4.3	<i>Develop a strategy / framework for engaging family and community supports for vulnerable adults.</i>

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		Goal	Strategy	Measure	
Healthy and Safe Families	O			1.4.4	Assess services and their availability on a regional level for children and vulnerable adults and their caregivers
Healthy and Safe Families	S	1.5			Develop a case practice model that clearly articulates best practice and the core values that inform how DSS interacts with children, families and vulnerable adults to increase safety, permanency, and well-being.
Healthy and Safe Families	O			1.5.1	Provide regional trauma-informed care training for all front line staff.
Healthy and Safe Families	O			1.5.2	Fully implement Signs of Safety statewide, including with APS and Child Support Divisions.
Healthy and Safe Families	S	1.6			Improve the permanency and stability of children and vulnerable adults in their living situations by providing supports to help preserve the family unit.
Healthy and Safe Families	O			1.6.1	Promote positive permanency through ensuring that decisions made for children are helping to meet the ultimate goal of 1) Reunification 2) Adoption by Family 3) Custody and Guardianship by Family or 4) Adoption by other.
Healthy and Safe Families	O			1.6.2	Improve caseworker decision-making to help ensure placement, including Kinship placement, is in the best interest of the child and consistent with achieving the goal of permanency.
Healthy and Safe Families	O			1.6.3	Develop protocol and guidelines to help DSS staff evaluate and better assess the need for congregate care.
Healthy and Safe Families	O			1.6.4	Develop and increase placement options for vulnerable adults.
Healthy and Safe Families	O			1.6.5	Evaluate need for implementation of training for Adult Protective Services homemaker staff to assist adults in meeting their Activities of Daily Living.
Healthy and Safe Families	S	1.7			Ensure the educational, physical and mental health needs of children and vulnerable adults are addressed.

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		Goal	Strategy	Measure	
Healthy and Safe Families	O			1.7.1	Increase awareness of eligibility criteria for children and youth to interagency System for Caring for Emotionally Distributed Children (ISCEDC).
Healthy and Safe Families	O			1.7.2	Address barriers for access to Medicaid services.
Healthy and Safe Families	O			1.7.3	Implement the Health and Education passports in Child and Adult Protective Services System (CAPSS).
Healthy and Safe Families	O			1.7.4	Strengthen collaboration and coordination with other agencies to implement Developmental Screenings.
Healthy and Safe Families	O			1.7.5	Improve the quality and availability of services for vulnerable adults.
Healthy and Safe Families	S		1.8		Provide services and supports to help youth in foster care successfully transition to living independently.
Healthy and Safe Families	O			1.8.1	Utilize best practices to engage and support youth in identifying positive supports and lifelong connections to assist youth in the transition from foster care to self-sufficiency.
Healthy and Safe Families	O			1.8.2	Conduct case planning with all youth to include at least two adults of the youth's choice.
Healthy and Safe Families	O			1.8.3	Conduct transition planning with youth and their support network prior to the youth's 18th birthday.
Healthy and Safe Families	O			1.8.4	Improve practice, services, and resources for youth through continued tracking and data analysis of the National Youth in Transition Database.
Healthy and Safe Families	S		1.9		Improve the continuity of family connections and work towards equitable access to services

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		Goal	Strategy	Measure	
Healthy and Safe Families	O			1.9.1	Provide program service array aligned with the needs of children, youth, families and vulnerable adults.
Healthy and Safe Families	O			1.9.2	Increase access to Community Based Prevention Services; ensure services are aligned with DSS policy and expected outcomes are clearly articulated and measured.
Healthy and Safe Families	S		1.10		Educate families and train providers to help ensure children receive safe and quality child care.
Healthy and Safe Families	O			1.10.1	Inform parents about safe child care and provide accurate and updated information to guide parent's informed decision-making.
Healthy and Safe Families	O			1.10.2	Recruit Centers to participate in Quality Child Care program.
Healthy and Safe Families	O			1.10.3	Strengthen knowledge of child care workforce through training opportunities around infant and early childhood mental health issues.
Healthy and Safe Families	S		1.11		Foster system and practice changes to improve assessment, referral and follow-up of domestic violence services.
Healthy and Safe Families	O			1.11.1	Ensure staff is properly trained on domestic violence assessment and referrals.
Healthy and Safe Families	O			1.11.2	Implement programming aimed at reducing domestic violence.
Education, Training, and Human Development	G	2			Help preserve the family unit by enhancing the capacity of individuals and families to provide for their own needs.
Education, Training, and Human Development	S		2.1		Increase recruitment, retention, and capacity of foster and adoptive parents.

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		Goal	Strategy	Measure	
Education, Training, and Human Development	O			2.1.1	Enhance availability and quality of post-adoptive support services.
Education, Training, and Human Development	O			2.1.2	Target recruitment for adoption of older children and sibling groups.
Education, Training, and Human Development	O			2.1.3	Continue to evaluate the business process redesign for foster care licensing; making changes as necessary.
Education, Training, and Human Development	O			2.1.4	Develop and implement business process redesign for recruitment of prospective adoptive families.
Education, Training, and Human Development	O			2.1.5	Increase monthly foster care rate based on current data for the Southeast region, provide assistance to kinship caretakers.
Education, Training, and Human Development	O			2.1.6	Provide ongoing training for foster parents and congregate care providers on services and resources available to youth and how to access and receive funding for these services.
Education, Training, and Human Development	O			2.1.7	Periodically review payment rates paid to foster parents and other foster care providers and assess if they are reasonable for current conditions.
Education, Training, and Human Development	S		2.2		Help prepare and transition clients to employment and self-sufficiency.
Education, Training, and Human Development	O			2.2.1	Provide temporary resources, programs and support services to qualified recipients, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP) and Child Care Vouchers.
Education, Training, and Human Development	O			2.2.2	Increase number of child care vouchers.
Education, Training, and Human Development	O			2.2.3	Provide quality workforce readiness training.

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		Goal	Strategy	Measure	
Education, Training, and Human Development	O			2.2.4	Enhance the marketing of workforce services to prospective employers.
Education, Training, and Human Development	O			2.2.5	Provide family strengthening programs and support services.
Education, Training, and Human Development	O			2.2.6	Evaluate the effectiveness of family strengthening programs and support services and modify as needed to improve outcomes.
Education, Training, and Human Development	S		2.3		Ensure appropriate resources are distributed with integrity and in a timely, accurate, and equitable manner.
Education, Training, and Human Development	O			2.3.1	Help prevent fraud and abuse of programs by maintaining effective benefits integrity program.
Education, Training, and Human Development	O			2.3.2	Provide timely and accurate Board payments for Foster Parents and congregate care facilities.
Education, Training, and Human Development	O			2.3.3	Evaluate and improve process of providing clothing allowance for children in foster care.
Education, Training, and Human Development	O			2.3.4	Evaluate and improve process of Medicaid eligibility for children in care and vulnerable adults in DSS custody.
Education, Training, and Human Development	O			2.3.5	Work with Clerks of Court to ensure child support payments are disbursed in a timely manner.
Education, Training, and Human Development	S		2.4		Provide assistance to custodial parents who need help obtaining child support payments.
Education, Training, and Human Development	O			2.4.1	Ensure Support Orders are established accurately and in a timely manner.

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		Goal	Strategy	Measure	
Education, Training, and Human Development	O			2.4.2	Utilize administrative remedies and behavioral economics to promote consistent, timely payments of child support.
Education, Training, and Human Development	S	2.5			Complete the transformation of the Child Support System.
Education, Training, and Human Development	O			2.5.1	Complete the development of the Palmetto Automated Child Support System (PACSS) and pilot.
Education, Training, and Human Development	O			2.5.2	Clearly communicate Child Support System project milestones, progress and challenges, both internally and externally.
Education, Training, and Human Development	O			2.5.3	Complete change management policies, procedures, and practice to move from a decentralized program to a centralized program for collection and distribution of child support and spousal support.
Government and Citizens	G	3			Ensure DSS workforce is supported in their efforts to provide high-quality service that is responsive and engaged.
Government and Citizens	S	3.1			Recruit and retain sufficient workforce of qualified and diverse individuals.
Government and Citizens	O			3.1.1	Streamline hiring and on-boarding of staff.
Government and Citizens	O			3.1.2	Work with Universities to establish pipeline of qualified applicants.
Government and Citizens	O			3.1.3	Enhance recruitment marketing efforts.
Government and Citizens	O			3.1.4	Improve HR systems throughout hiring process.

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		Goal	Strategy	Measure	
Government and Citizens	O			3.1.5	Enhance employee orientation.
Government and Citizens	O			3.1.6	Implement student loan repayment and tuition incentive program for DSS Staff.
Government and Citizens	O			3.1.7	Develop career ladder, with performance incentives, for staff in human services, economic services, child support and other divisions.
Government and Citizens	O			3.1.8	Provide in-band and equity pay increases.
Government and Citizens	O			3.1.9	Hire and train casework staff to expand 2nd and 3rd shifts; evaluate impact on staff turnover.
Government and Citizens	O			3.1.10	Conduct annual employee satisfaction surveys and provide feedback to staff on results; utilize results to improve retention efforts.
Government and Citizens	O			3.1.11	Evaluate and improve employee exit survey process; utilize results to improve retention efforts.
Government and Citizens	S		3.2		Improve performance and quality of service through continuous professional development, coaching, training, and cross training.
Government and Citizens	O			3.2.1	Complete hiring of training staff.
Government and Citizens	O			3.2.2	Create comprehensive staff training plan.
Government and Citizens	O			3.2.3	Support staff in attending Leadership Development opportunities for DSS middle managers and executive leadership across all disciplines.

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		Goal	Strategy	Measure	
Government and Citizens	O			3.2.4	Continue to track employee training through the LMS.
Government and Citizens	O			3.2.5	Develop strategies for cross-training throughout the Department.
Government and Citizens	O			3.2.6	Ensure proper resources and infrastructure (e.g. desks, phones, computers, building space, etc.) are provided for newly hired employees in a timely manner.
Government and Citizens	S	3.3			Foster a culture of customer service, both internally and externally.
Government and Citizens	O			3.3.1	Ensure customers are well-informed of services and resources available; communicate consistently throughout the Department.
Government and Citizens	O			3.3.2	Provide Customer Service training (during onboarding and on-going).
Government and Citizens	S	3.4			Manage caseloads by establishing and implementing caseload standards.
Government and Citizens	O			3.4.1	Conduct ongoing analysis and evaluation of statewide caseload / caseworker need based on best practice standards.
Government and Citizens	O			3.4.2	Develop formal methodology for even distribution of caseloads and allocation of staff across all Divisions.
Government and Citizens	O			3.4.3	Hire additional caseworkers across all program areas to decrease caseloads and improve service quality statewide.
Government and Citizens	O			3.4.4	Improve resources in General Counsel's office to help reduce caseloads, expedite case processing, and improve case quality.

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		Goal	Strategy	Measure	
Government and Citizens	S	3.5			Establish and maintain a Continuous Quality Improvement System and enhance the capacity of DSS staff to analyze and use data to inform and improve decision-making.
Government and Citizens	O			3.5.1	<i>Hire CQI Director. Develop written protocol and policies for CQI.</i>
Government and Citizens	O			3.5.2	<i>Evaluate the use of data for performance management.</i>
Government and Citizens	O			3.5.3	<i>Ensure staff are equipped and trained to accurately conduct data entry.</i>
Government and Citizens	O			3.5.4	<i>Effectively communicate agency data and outcomes to stakeholders.</i>
Government and Citizens	S	3.6			Strengthen and support the well-being of the DSS workforce, including assistance to address secondary trauma experienced by staff.
Government and Citizens	O			3.6.1	<i>Develop and implement counseling support program for workforce.</i>
Government and Citizens	O			3.6.2	<i>Provide staff training on violence, prevention, de-escalation, and safety protocols.</i>
Government and Citizens	O			3.6.3	<i>Promote safety of staff through re-design of office building environments (lighting, keyless access, cameras, panic button, etc.)</i>
Government and Citizens	S	3.7			Develop uniform process for updating and disseminating policy updates, including statutory changes.
Government and Citizens	O			3.7.1	<i>Update policy manuals throughout the Department and decrease use of Directed Memos in policy updates.</i>

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		Goal	Strategy	Measure	
Government and Citizens	S	3.8			Ensure all contracts have a defined purpose and include measurable outcomes and deliverables.
Government and Citizens	O			3.8.1	Standardize process for grants and contracts including approvals, tracking, and evaluation.
Government and Citizens	S	3.9			Protect the assets of DSS, ensure accountability over funds, and help prevent and detect fraud, waste, and abuse.
Government and Citizens	O			3.9.1	Continue to improve oversight of the agency and increasing the safety and security of agency personnel and assets through the Office of the Inspector General.
Government and Citizens	O			3.9.2	Continue to provide, through the Administrative Services divisions, services that support divisions, regional and county offices in providing effective client services, oversight and internal controls.
Government and Citizens	O			3.9.3	Perform internal audits on a regular basis to help to determine if internal controls within the Agency are performing properly, and make recommendations to help resolve any findings.
Government and Citizens	O			3.9.4	Monitor and help to resolve any findings that might relate to DSS, when they are found in Single Audits received from our subrecipients.
Government and Citizens	O			3.9.5	Continue to carry out a Fraud Prevention and Detection Program, which includes periodic random surprise audits, an Agency fraud hotline for reporting fraud, and periodic Fraud Prevention training.
Government and Citizens	O			3.9.6	Coordinate with law enforcement, DSS Inspector General's Office and the SC Inspector General's Office on fraud investigations.
Government and Citizens	G	4			Foster trust, collaboration and communication with stakeholders to improve outcomes for children, families and vulnerable adults.
Government and Citizens	S	4.1			Strengthen partner relationships and increase recognition that safety, permanency, and well-being of children and vulnerable adults is the responsibility of the entire community.

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Statewide Enterprise Strategic Objective	Type	Item #			Description
		Goal	Strategy	Measure	
Government and Citizens	O			4.1.1	Define "partners"; ensure consistent definition throughout DSS through standardized MOU processing.
Government and Citizens	O			4.1.2	Inventory existing partnerships and identify which divisions work with each; publish on Unite.
Government and Citizens	O			4.1.3	Enhance Partner Meetings and ensure more consistency in meeting processes and outcomes across regions.
Government and Citizens	O			4.1.4	Provide "DSS 101" for legislators, media and partners.
Government and Citizens	O			4.1.5	Continue to strengthen DSS Advisory Group.
Government and Citizens	S		4.2		Increase awareness of DSS mission, programs, services and strategic priorities.
Government and Citizens	O			4.2.1	Develop a Strategic Communications Plan
Government and Citizens	O			4.2.2	Develop a plan for quarterly video messages from Director and DSS Senior Staff.
Government and Citizens	O			4.2.3	Proactively tell the positive stories and outcomes of DSS.
Government and Citizens	S		4.3		Strengthen alignment among DSS and other governmental agencies to provide more effective and efficient services to clients.
Government and Citizens	O			4.3.1	Convene "roundtables" consisting of DSS and partner agency representatives.

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		Goal	Strategy	Measure	
Government and Citizens	S	4.4			Foster a culture of transparency.
Government and Citizens	O			4.4.1	<i>Train agency staff on how to safely share information while adhering to statutory requirements as it relates to confidentiality.</i>
Government and Citizens	O			4.4.2	<i>Increase awareness among external stakeholders and legislators about confidentiality requirements.</i>
Government and Citizens	S	4.5			Provide timely, consistent, accurate and culturally responsive communication.
Government and Citizens	O			4.5.1	<i>Ensure internal and external audiences can easily access a comprehensive, up-to-date DSS resource directory and information.</i>
Government and Citizens	O			4.5.2	<i>Improve access, capabilities and utilization of technology in communication.</i>
Government and Citizens	O			4.5.3	<i>Develop, update and publish information using a wide range of vehicles such as videos, tip sheets, brochures, TV monitors, fact sheets, etc.</i>
Government and Citizens	O			4.5.4	<i>Establish a speaker's bureau.</i>
Government and Citizens	O			4.5.5	<i>Modify the redesigned internal and external website as needed.</i>
Government and Citizens	S	4.6			Improve responsiveness to public feedback.
Government and Citizens	O			4.6.1	<i>Standardize mechanisms for constituent feedback including centralized log for all divisions.</i>

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		Goal	Strategy	Measure	
Government and Citizens	O			4.6.2	Standardize process for Freedom of Information Act (FOIA) responses.
Government and Citizens	O			4.6.3	Develop critical incidence response protocol.
Government and Citizens	S			4.7	Provide two-way communication channels to keep employees and external stakeholders informed while soliciting on-going input.
Government and Citizens	O			4.7.1	Improve utilization of face-to-face meetings as a two-way communication vehicle.
Government and Citizens	O			4.7.2	Utilize employee satisfaction surveys as two-way communication vehicle.

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Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
1	CPS assessments initiated timely	90%	100%	84%	100%	July 1 - June 30	CAPSS	The number of CPS assessments initiated timely divided by the total number of assessments. The target value complies with the state standard.	All strategy 1.2 objectives	Promotes timely initiation of CPS Assessments.
2	CPS assessments completed timely	94%	100%	93%	100%	July 1 - June 30	CAPSS	The number of CPS assessments completed timely divided by the total number of assessments. The target value complies with the state standard.	All goal 1 objectives	Promotes timely completion of CPS Assessments.
3	Monthly visits in Foster Care	97%	100%	97%	100%	July 1 - June 30	CAPSS	The number of visits made in Foster Care each month divided by the total number of visits that were needed. The target value complies with the state standard.	All goal 1 objectives	Promotes the monthly required visits for children in Foster Care.
4	Improve the initial and ongoing assessments of safety and risk to children, to protect children in the home and prevent removal; provide services to the family. (2017 APSR- Plan For Improvement).	44.00%	61%	41.10%	61%	July 1, 2017-June 30, 2018	Quality Assurance Reviews	Administration for Children and Families- Child and Family Services Review, 3 rd Round Instrument- Safety Outcome 2, Items #2 and #3. 2. Concerted efforts to provide services to the family. 3. Concerted efforts to assess and address the risk and safety concerns relating to the child(ren) in their own homes or while in foster care. The Objective Measure is 61% by the end of FFY 2019, Sept. 30, 2018.	All goal 1 objectives	Promotes the improvement of Child Welfare Services delivered to families, in compliance with CFSR requirements, with specific reference to quality assessments of safety and risk and to prevent removal when possible.
5	Ensure the physical and mental health needs of children (including dental health) are addressed. (2017 APSR- Plan For Improvement).	48.00%	79.50%	43.40%	79.50%	July 1, 2017-June 30, 2018	Quality Assurance Reviews	Administration for Children and Families- Child and Family Services Review, 3 rd Round Instrument- Well-being Outcome 3, Items #17 and #18. 17. The agency addressed the physical health needs of the child, including dental health needs. 18. The agency addressed the mental/behavioral health needs of the child(ren). The Objective Measure is 79.5% by the end of FFY 2019, Sept. 30, 2019..	All goal 1 objectives	Encourages attention to be paid to the physical and mental health needs of children.
6	Improve the placement stability of children in foster care. (2017 APSR- Plan For Improvement).	60.10%	80.80%	75.00%	80.80%	July 1, 2017-June 30, 2018	Quality Assurance Reviews	Administration for Children and Families- Child and Family Services Review, 3 rd Round Instrument- Permanency Outcome 1, Item #4. Is the child in a stable placement and ensure that any changes in placement that occur are in the best interest of the child, and consistent with achieving the child's permanency goals. The Objective Measure is 80.8% by the end of FFY 2019, Sept. 30, 2018.	All goal 1 and strategy 2.1 objectives	Promotes placement stability for children in Foster Care.
7	Children discharged from Foster Care to reunification do not re-enter foster care within 12 months of the date of their discharge	93%	95%	93%	95%	July 1 - June 30	CAPSS	The number of children discharged from Foster Care to reunification that do not re-enter Foster Care within 12 months of the date of their discharge divided by the total number of children discharged from Foster Care to reunification. The current federal target is 90.10%.	All goal 1 objectives	Enables the agency to track instances of Foster Care re-entry.
8	Improve the permanency and stability of children in their living situation. (2017 APSR- Plan For Improvement).	20.40%	43.00%	26.90%	43.00%	July 1, 2017-June 30, 2018	Quality Assurance Reviews	Administration for Children and Families- Child and Family Services Review, 3 rd Round Instrument- Permanency Outcome 1, Items #4, #5, #6. 4. Improve the placement stability of children in foster care, ensure that any changes in placement that occur are in the best interest of the child, and consistent with achieving the child's permanency goals. 5. Appropriate permanency goals were established for the child in a timely manner. 6. Concerted efforts were made, or are being made, during the period under review to achieve reunification, guardianship, adoption, or other planned permanent living arrangement. The Objective Measure is 43% by the end of FFY 2019, Sept. 30, 2018	All goal 1 objectives	Promotes the improvement of the permanency and stability of children in their living situation.
9	Children placed in county of origin	39%	70%	36%	70%	July 1 - June 30	CAPSS	The number of children placed in their county of origin in Foster Care divided by the total number of children in Foster Care.	All goal 1 and strategy 2.1 objectives	Promotes the placement of children in their county of origin and drives foster home recruitment efforts.
10	Improve the continuity of family relationships and connections with the neighborhood community, faith, extended family, Tribe, school, and friends for children. (2017 APSR- Plan For Improvement).	47.50%	62.40%	45.80%	62.40%	July 1, 2017-June 30, 2018	Quality Assurance Reviews	Administration for Children and Families- Child and Family Services Review, 3 rd Round Instrument-Permanency Outcome 2, Items # 7-11. 7. Concerted efforts were made to ensure that siblings in foster care are placed together unless a separation was necessary to meet the needs of one of the siblings. 8. Concerted efforts were made to ensure the required quality and frequency of visitation between a child in foster care and his or her mother, father, and siblings. 9. Concerted efforts were made to maintain the child's connections to his or her neighborhood, community, faith, extended family, Tribe, school, and friends. 10. Concerted efforts were made to place the child with relatives when appropriate. 11. Concerted efforts were made to promote, support, and/or maintain positive relationships between the child in foster care and his or her mother and father or other primary caregiver(s). The Objective Measure is 62.4% by the end of FFY 2019, Sept. 30, 2018.	All goal 1 objectives	Promotes the improvement of family and community relationships for children in Foster Care.
11	APS assessments initiated timely	86%	100%	82%	100%	July 1 - June 30	CAPSS	The number of APS assessments initiated timely divided by the total number of assessments.	All goal 1 objectives	Promotes timely initiation of APS Assessments.
12	APS assessments completed within 45 days	75%	100%	78%	100%	July 1 - June 30	CAPSS	The number of APS assessments completed within 45 days divided by the total number of assessments.	All goal 1 objectives	Promotes timely completion of APS Assessments.
13	APS cases with monthly activity	97%	95%	97%	100%	July 1 - June 30	CAPSS	The number of months for APS services with monthly activity recorded divided by the total number of months for APS services.	All goal 1 objectives	Calls attention to APS cases with no monthly activity.
14	FI: Timeliness of benefit issuance	21	19	21	19	July 1 - June 30	CHIP Report MR161	The number of days between application received date and case disposition.	All strategy 2.2 and strategy 2.3 objectives	Promotes the timely issuance of FI benefits.
15	SNAP: Accuracy of benefit issuance	96%	100%	96%	100%	October 1, 2016 - September 30, 2017	SNAP QC Data	The SNAP accuracy rate is determined by case review of a statistically valid sample of cases chosen each month. Data is calculated monthly from the results of the reviews and reports are available approximately 120 days from the original case selection. Data for this report is accurate for FY2017.	All strategy 2.2 and strategy 2.3 objectives	Promotes the accuracy of benefit issuance in the SNAP program.
16	SNAP: Timeliness of benefit issuance	92%	93%	90%	93%	July 1 - June 30	CHIP Report MR271	The percentage of SNAP applications approved within federal timeframes.	All strategy 2.2 and strategy 2.3 objectives	Promotes the timely issuance of SNAP benefits.

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Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
17	Children served with SC Child Care Vouchers	21,386	22,455 (5% increase)	22,659	24,471 (8% increase)	July 1 - June 30	SC Voucher System	The number of SC Vouchers provided for children for any duration ranging from 1 week to 52 weeks.	All strategy 2.2 objectives	To project the level of future services.
18	Annual child care licensing visits	3,906	Based on the number of facilities operating	3,391	Based on the number of facilities operating.	July 1 - June 30	Data report gathered from regional licensing supervisors	The number of supervisory visits made to licensed child care facilities.	All strategy 1.10 objectives	Promotes annual child care licensing visits and helps identify when additional resources are needed.
19	Registered family child care homes receiving an annual visit	1,148	Based on the number of facilities operating	858	Based on the number of facilities operating.	July 1 - June 30	Child Care Licensing Database	The number of registered family child care homes receiving an annual visit.	All strategy 1.10 objectives	Tracks the number of registered family child care homes receiving an annual visit.
21	Percentage of Child Support Cases with support orders established	83%	84%	84%	85%	July 1 - June 30	CSSD Data System	The number of child support cases with support orders established, divided by the number of child support cases.	All strategy 2.4 objectives	Promotes the establishment of support ordered when appropriate.
22	Amount of Child Support Collected	\$300,286,667	\$305,000,000	\$301,419,050	\$303,000,000	July 1 - June 30	CSSD Data System	The amount of child support collected during the State Fiscal Year.	All strategy 2.4 objectives	Tracks the volume of child support collected.
23	Percentage of Cases Paying on Arrears Balances	59%	60%	60%	61%	July 1 - June 30	CSSD Data System	The number of child support cases with payments made on arrears balances, divided by the number of child support cases with arrears balances.	All strategy 2.4 objectives	Informs the agency on the percentage of cases paying on arrears balances.
24	License Revocation Notices	9,080	10,000	6,597	8,000	July 1 - June 30	CSSD Data System	Administrative Enforcement remedy. The number of license revocation notices issued by the Division against non-paying parents.	All strategy 2.4 objectives	Tracks the number of license revocation notices.
25	Financial Institution Data Match	\$356,850	\$375,000	\$134,140	\$150,000	July 1 - June 30	CSSD Data System	Administrative Enforcement remedy. The amount collected by the Division from levies against financial institutions on accounts held by non-paying parents.	All strategy 2.4 objectives	Tracks the volume of child support collected via financial institution data matches.
26	Insurance Match collections	\$1,341,679	\$1,500,000	\$1,335,083	\$1,500,000	July 1 - June 30	CSSD Data System	Administrative Enforcement remedy. The amount of past due child support collected from levies against insurance settlements.	All strategy 2.4 objectives	Tracks the volume of child support collected via insurance matches.
27	Wage Withholding collections	\$190,782,336	\$195,000,000	\$194,251,607	197,500,000.00	July 1 - June 30	CSSD Data System	Collections of child support through wage garnishment.	All strategy 2.4 objectives	Tracks the volume of child support collected via wage withholding.

Agency Name: Department of Social Services

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Program Template

Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)			
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL
I.A. Agency Administration	The Agency Administration Program tracks general state office administrative support costs (such as Human Resource Management, Finance, Budgets, Procurement, etc.)	\$ 6,963,915	\$ 725,992	\$ 15,324,185	\$ 23,014,092	\$ 6,000,000	\$ 750,000	\$ 18,072,320	\$ 24,822,320
I.B. Information Resource Management	Information Resource Management enhances and upgrades technology to improve customer access and accuracy of information as well as worker time.	\$ 10,586,218	\$ 576,148	\$ 32,207,273	\$ 43,369,639	\$ 10,000,000	\$ 575,000	\$ 40,013,091	\$ 50,588,091
I.C. County Office Administration	The County Office Administration Program tracks administrative support costs of the counties.	\$ 7,076,140	\$ 720,519	\$ 8,895,537	\$ 16,692,196	\$ 7,050,000	\$ 750,000	\$ 7,617,031	\$ 15,417,031
I.D. County Support of Local DSS	The County Local Support Program track tracks transactions submitted by County Government for office space, facility services, janitorial services, utilities, telephone services and related supplies, for the county offices.	\$ 78,297	\$ 122,796	\$ 218,453	\$ 419,546	\$ 50,000	\$ 125,000	\$ 4,177,782	\$ 4,352,782
I.E. Program Management	These programs provide assistance to eligible citizens, to improve the quality of life of these citizens, and to assist these individuals to obtain their highest level of functioning.	\$ 6,469,134	\$ 3,027,520	\$ 34,813,398	\$ 44,310,052	\$ 6,500,000	\$ 3,025,000	\$ 40,699,182	\$ 50,224,182

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Program Template

Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)			
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL
II.A. Child Protective Services	These programs provide services to families which are mandated by law to protect children from abuse and neglect within their families, in foster care, or by persons responsible for the child's welfare as defined by statute. Services are provided to strengthen families; to enable children to remain safe in the home; to temporarily remove from parental custody a child who is at imminent risk of harm; or to pursue termination of parental rights and assure the child permanency in a substitute family if the custodial family cannot be preserved without serious risk to the child.	\$ 25,749,493	\$ 1,048,266	\$ 31,597,760	\$ 58,395,519	\$ 26,000,000	\$ 1,100,000	\$ 45,539,442	\$ 72,639,442
II.B. Foster Care	These programs provide within the framework of federal and state mandates, substitute care and to support out-of-home services that are child centered and family focused; to contribute to the protection of children and promote their well-being, and to effectively serve children who are in need of therapeutic placements.	\$ 48,965,601	\$ 1,782,892	\$ 49,883,841	\$ 100,632,334	\$ 49,250,000	\$ 2,000,000	\$ 70,220,215	\$ 121,470,215
II.C. Adoptions	The purpose of this program is to provide services to children, birth parents, and adoptive families, to suitably and permanently place children; and to provide post-legal services to adult adoptees, birth families, and adoptive families.	\$ 17,856,548	\$ -	\$ 20,503,883	\$ 38,360,430	\$ 18,000,000	\$ -	\$ 13,246,872	\$ 31,246,872
II.D. Adult Protective Services	The purpose of this program is to protect vulnerable adults (18 and over) from abuse, neglect, and exploitation by investigating & providing temporary assistance until risk is minimized and services are secured.	\$ 709,122	\$ 709,270	\$ 6,569,912	\$ 7,988,305	\$ 750,000	\$ 750,000	\$ 2,379,951	\$ 3,879,951

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Program Template

Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)			
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL
II.E. Employment and Training Services	These programs provide assistance to welfare recipients to maximize their strengths and abilities to become fully employed; to become socially and economically independent.	\$ 7,120,520	\$ 1,668,932	\$ 41,789,647	\$ 50,579,100	\$ 7,150,000	\$ 1,675,000	\$ 75,038,466	\$ 83,863,466
II.F. Child Support Enforcement	The Integrated Child Support Services Division (ICSSD), formerly the Child Support Enforcement Division and the Child Support Enforcement Project, establishes and enforces orders for child support, establishes paternity for children when paternity is an issue, locates absent parents when whereabouts are unknown, and collects and distributes child support payments. ICSSD also provides enhanced fatherhood initiatives and new linkages to child welfare services and employment-related services to improve the capability of both custodial and non-custodial parents to provide their children with the financial, physical and emotional support they deserve and need to be safe and to thrive.	\$ 2,991,458	\$ 7,305,032	\$ 29,505,588	\$ 39,802,078	\$ 3,000,000	\$ 7,400,000	\$ 43,257,690	\$ 53,657,690
II.G. Food Stamp Assistance Program	The federal Supplemental Nutrition Assistance Program (SNAP) provides cash assistance to low-income individuals and families so they can purchase food. The SNAP 2 Work program provides employment-related services. The Family Nutrition Program consists of a network of food assistance programs that improve the health and well-being of children and adults who cannot provide adequate nutrition for themselves.	\$ 2,539,050	\$ 109,505	\$ 2,943,526	\$ 5,592,080	\$ 2,600,000	\$ 120,000	\$ 13,872,825	\$ 16,592,825

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Program Template

Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)			
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL
II.H. Family Preservation	This program prevents the unnecessary separation of children from their families, improve the quality of care and services to children and their families, and ensure permanency for children by reuniting them with their parents, by adoption or by another permanent living arrangement.	\$ 718,014	\$ (77,168)	\$ 1,962,280	\$ 2,603,126	\$ 720,000	\$ -	\$ 5,696,537	\$ 6,416,537
II.I. Homemaker	The Homemaker Program assists individuals and families with activities of daily living, personal care, and home management in order to overcome specific barriers.	\$ -	\$ -	\$ 861,948	\$ 861,948	\$ -	\$ -	\$ 1,514,499	\$ 1,514,499
II.J. Battered Spouse	Domestic Violence Services provide support to victims of family violence, their children and abusers through a network of community based/nonprofit service providers. Programs are designed to provide crisis intervention and prevention services.	\$ 33	\$ 784,821	\$ 3,744,067	\$ 4,528,921	\$ -	\$ 785,000	\$ 4,920,492	\$ 5,705,492
II.K. Pregnancy Prevention	The Pregnancy Prevention program prevents and reduces the incidence of out-of-wedlock pregnancies among participants through services/activities provided to the participant and his or her family. Services/activities will be provided to ensure that the family can provide a healthy, safe, and nurturing environment for all family members. Participants will be encouraged to delay sexual involvement and pregnancy until they are physically, financially, and emotionally ready to care for children.	\$ 502,591	\$ -	\$ -	\$ 502,591	\$ 697,149	\$ -	\$ -	\$ 697,149

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Program Template

Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)			
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL
II.L. Food Services	The Food Services Program consists of a network of food assistance programs that improve the health and well-being of children and adults who cannot provide adequate nutrition for themselves.	\$ -	\$ -	\$ 37,276,543	\$ 37,276,543	\$ -	\$ -	\$ 36,036,715	\$ 36,036,715
II.M. Child Care	The primary focus of the Division of Early Care and Education (DECE), formerly called Child Care Services, remains to increase the availability, affordability, accessibility, quality and safety of child care throughout the State.	\$ 7,344,647	\$ 38,917	\$ 71,860,703	\$ 79,244,267	\$ 10,213,814	\$ 50,000	\$ 81,324,842	\$ 91,588,656
III. Employee Benefits	Employee benefits (also called fringe benefits) include various types of non-wage compensation provided to employees in addition to their normal wages or salaries. Examples of these benefits include: group insurance (health, dental, life etc.), disability income protection, retirement benefits, sick leave, vacation (paid and non-paid), social security, profit sharing, funding of education, and other specialized benefits.	\$ 21,562,964	\$ 3,569,346	\$ 36,731,968	\$ 61,864,278	\$ 25,000,000	\$ 4,500,000	\$ 33,470,207	\$ 62,970,207
IV. Nonrecurring	An entry that appears on an agency's financial statements for a one-time expense that is unlikely to happen again. A nonrecurring charge is a one-time charge for a particular event.	\$ 1,891,401	\$ 18,900,206	\$ -	\$ 20,791,607	\$ 25,000,000	\$ -	\$ -	\$ 25,000,000
					\$ 636,828,650				\$ 758,684,122

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**Fiscal Year 2017-2018
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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?
1	SC Code Title 11, Chapter 5	State	Statute	Establishes the SC ABLE Savings Program and authorizes the Department of Social Services to exchange data regarding eligible individuals with the State Treasurer, the Department of Health and Human	Yes	Yes
2	SC Code Title 43, Chapter 1	State	Statute	Creates the State Department of Social Services and provides for appointment of State Director of Social Services who is appointed by and subject to removal by the Governor. Provides for agency's	Yes	Yes
3	SC Code Title 43, Chapter 3	State	Statute	Provides for the establishment of county departments of social services and county boards of social services in each county and specifies the duties, powers, and responsibilities of county directors of the	Yes	Yes
4	SC Code Title 43, Chapter 5	State	Statute	Requires the agency to implement and administer a public welfare program. Specifies the means for obtaining child support payments from absent parents, Authorizes the agency to enter into	Yes	Yes
5	SC Code Title 43, Chapter 35	State	Statute	Requires the agency to operate an Adult Protective Services Program, to investigate noncriminal reports of alleged abuse, neglect, and exploitation of vulnerable adults, and to participate as a	Yes	Yes
6	SC Code Title 63, Chapter 7	State	Statute	Identifies agency responsibilities related to child protection and permanency planning to include responsibilities for identification, investigation, and intervention of reported cases of child abuse and	Yes	Yes
7	SC Code Title 63 Chapter 9	State	Statute	Identifies agency responsibilities under the South Carolina Adoption Act, for establishment and maintenance of the Responsible Father Registry, and for operation of the State Adoption Services and	Yes	Yes
8	SC Code Title 63 Chapter 11	State	Statute	Sets forth the agency's responsibility to administer licensing and oversight of Child Welfare Agencies.	Yes	
9	SC Code Title 63 Chapter 13	State	Statute	Sets forth the agency's responsibilities for the regulation and oversight of childcare facilities, group childcare homes, and family childcare homes.	Yes	Yes
10	SC Code Title 63 Chapter 17	State	Statute	Sets forth responsibilities incumbent upon the agency for the establishment of paternity and child support obligations and the specifies the means by which paternity and support obligations may be	Yes	Yes
11	SC Administrative Code of Regulations Chapter 114, Regulation 114-500	State	Regulation	Sets forth agency responsibility for licensing of day care facilities.	Yes	Yes
12	SC Administrative Code of Regulations Chapter 114, Regulation 114-550	State	Regulation	Sets forth agency responsibility for licensing of foster homes.	Yes	Yes
13	SC Administrative Code of Regulations Chapter 114, Regulation 114-590	State	Regulation	Sets forth agency responsibility for licensing of Residential Group Care facilities for children.	Yes	Yes
14	SC Administrative Code of Regulations Chapter 114, Regulation 114-595	State	Regulation	Sets forth the agency's responsibilities related to evaluation of Standards for Supervised Independent Living.	Yes	Yes
15	SC Administrative Code of Regulations Chapter 114, Regulation 114-1100	State	Regulation	Sets forth agency responsibility for operation of the Family Independence Program.	Yes	Yes
16	SC Administrative Code of Regulations Chapter 114, Regulation 114-1300	State	Regulation	Sets forth agency responsibility for operation of the Supplemental Nutrition Assistance Program (aka Food Stamp Program).	Yes	Yes
17	SC Administrative Code of Regulations Chapter 114, Regulation 114-3310	State	Regulation	Sets forth agency responsibility for providing protective services for adults who have been determined to be in need	Yes	Yes
18	SC Administrative Code of Regulations Chapter 114, Regulation 114-4910	State	Regulation	Sets forth agency responsibility for licensing of Child Placing agencies.	Yes	Yes
19	Title IV-A of the Social Security Act (42 U.S.C. 601 et seq.)	Federal	Statute	Authorizes block grants to states for the funding of Temporary Assistance for Needy Families (TANF), allowing flexibility to states in the usage of federal funding to operate a program designed to (1)	Yes	Yes
20	Title IV-B of the Social Security Act (42 U.S.C. 621 et seq.)	Federal	Statute	Authorizes formula grant funds to states for the provision of child welfare-related services to children and their families, including funding under the Stephanie Tubbs Jones Child Welfare Services program	Yes	Yes

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?
21	Title IV-D of the Social Security Act (42 U.S.C. 651 et seq.)	Federal	Statute	Creates the Child Support Enforcement (CSE) program, a federal-state program, designed to help strengthen families by securing financial support for children from their noncustodial parent on a	Yes	Yes
22	Title IV-E of the Social Security Act (42 U.S.C. 670 et seq.)	Federal	Statute	Authorizes funding to states to assist in providing safe and stable out-of-home care for children who are in out-of-home care due to child maltreatment or other circumstances until they are able to	Yes	Yes
23	Child Abuse Prevention and Treatment Act of 2010 (42 U.S.C. 5101 et seq. and 42 U.S.C. 5116 et	Federal	Statute	Amends the Child Abuse Prevention and Treatment Act (CAPTA) which provides for federal funding to the states in support of prevention, assessment, investigation, prosecution, and treatment activities	Yes	Yes
24	Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.)	Federal	Statute	Creates the Supplemental Nutrition Assistance Program (SNAP), formerly called the Food Stamp Program, which is designed to increase the food purchasing power of low-income households to obtain	Yes	Yes
25	Title 45 Code of Federal Regulations, Part 98-99	Federal	Regulation	Sets forth requirements for states' administration of Child Care and Development Fund.	Yes	Yes
26	Title 45 Code of Federal Regulations, Part 205	Federal	Regulation	Sets forth requirements for states' administration of federally funded public assistance programs	Yes	Yes
27	Title 45 Code of Federal Regulations, Part 233	Federal	Regulation	Sets forth provisions regarding coverage and eligibility for participation in federally funded public assistance programs.	Yes	Yes
28	Title 45 Code of Federal Regulations, Parts 260-285	Federal	Regulation	Sets forth the requirements for states' administration of the TANF program.	Yes	Yes
29	Title 45 Code of Federal Regulations, Parts 301-308	Federal	Regulation	Sets forth the requirements for states' administration of the Child Support Enforcement program.	Yes	Yes
30	Title 45 Code of Federal Regulations, Part 1340	Federal	Regulation	Implements the Child Abuse Prevention and Treatment Act and seeks to assist states in efforts to improve and expand child abuse and neglect prevention and treatment activities by making grants	Yes	Yes
31	Title 45 Code of Federal Regulations, Part 1355	Federal	Regulation	Sets forth the general requirements for federal financial participation in state programs operated under Titles IV-B and IV-E of the Social Security Act.	Yes	Yes
32	Title 45 Code of Federal Regulations, Part 1356	Federal	Regulation	Sets forth the requirements for states to be eligible to receive federal financial participation in the costs of foster care maintenance payments and adoption under Title IV-E of the Social Security Act.	Yes	Yes
33	Title 45 Code of Federal Regulations, Part 1357	Federal	Regulation	Sets forth the requirements for states to submit and have approved a consolidated, five-year Child and Family Services Plan (CFSP) In order to receive funding under title IV-B of the Social Security Act.	Yes	Yes
34	Title 7 Code of Federal Regulations, Parts 271-280	Federal	Regulation	Sets forth policies and procedures governing state agencies participating in the SNAP program, formerly known as the food stamp program.	Yes	Yes
35	11.8 CHE: Need-Based Grants for Foster Youth	State	Proviso	The Department of Social Services, in cooperation with the Commission on Higher Education will track the numbers of recipients of this additional need-based grant to determine its effectiveness in	Yes	Yes
36	33.15 DHHS: CHIP Enrollment and Recertification	State	Proviso	Requires DHHS to use DSS SNAP data when enrolling and recertifying eligible children in the Children's Health Insurance Program (CHIP).	No	No
37	34.45 DHEC: Abstinence Until Marriage Emerging Programs	State	Proviso	Directs DSS to receive quarterly reports within 15 days of the end of each quarter.	No	No
38	38.1 DSS: Fee Retention	State	Proviso	Allows DSS to retain all state funds above \$800,000 collected under the Child Support Enforcement Program from refunds and identified program overpayments.	No	Yes
39	38.2 DSS: Recovered State Funds	State	Proviso	Directs DSS to withhold a portion of State Funds recovered under Title IV-D Program in order to allow full participation in the federal "set off" program offered by the IRS. This proviso further provides for	Yes	Yes
40	38.3 DSS: Foster Children Burial	State	Proviso	Allows DSS to expend up to \$1,500 for the burial of foster children.	Yes	Yes

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?
41	38.4 DSS: Battered Spouse Funds	State	Proviso	Appropriations shall be allocated through contractual agreement to providers of battered spouse services and may also be used for public awareness and contracted services for victims of this social	Yes	Yes
42	38.5 DSS: Court Examiner Service Exemption	State	Proviso	Exempts DSS employees from serving as court examiners.	Yes	Yes
43	38.6 DSS: TANF Advance Funds	State	Proviso	Establishes guidelines for allowing DSS to advance TANF funds.	Yes	Yes
44	38.7 DSS: Fee Schedule	State	Proviso	Establishes the fee schedule to be used during the fiscal year for Day Care, Central Registry Checks, Other Children's Services, Licensing Residential Group Homes, Licensing Child Care Institutions, and	Yes	Yes
45	38.8 DSS: Food Stamp Fraud	State	Proviso	Allows DSS to retain the state portion of funds recouped for the collection of recipient claims in TANF and Food Stamp programs.	No	Yes
46	38.9 DSS: TANF - Immunization Certificates	State	Proviso	Requires TANF applicants and/or recipients to provide proof of age appropriate immunizations for children.	Yes	Yes
47	38.10 DSS: County Director's Pay	State	Proviso	Provides guidelines for the allocation of pay increases to county director and regional director staff.	Yes	Yes
48	38.11 DSS: Use of Funds Authorization	State	Proviso	Authorizes the department to receive and expend funds awarded to investigative units of the department as a result of a donation, contribution, prize, grant or court order. Sets guidelines and	No	Yes
49	38.12 DSS: Use of Funds Authorization	State	Proviso	When DSS is directed to provide funds to a not-for-profit or 501(c)(3) organization they must use these funds to serve persons who are eligible for one or more DSS program.	Yes	Yes
50	38.13 DSS: Grant Authority	State	Proviso	Authorizes the department to make grant to community-based not-for-profit for local projects that further the objectives of DSS programs. Sets guidelines for these grants.	Yes	Yes
51	38.14 DSS: Family Foster Care Payments	State	Proviso	Establishes monthly amounts by age for the basic needs of foster children.	Yes	Yes
52	38.15 DSS: Penalty Assessment	State	Proviso	Authorizes the department to impose monetary penalties for violations of statutes or regulations other than foster home licensing that DSS regulates. Establishes guidelines and a hearing process for	Yes	Yes
53	38.16 DSS: Child Support Enforcement Automated System Carry Forward	State	Proviso	Authorizes DSS to carry forward unexpended Child Support automated system and related penalties for the same purpose.	No	Yes
54	38.17 DSS: Child Support Enforcement System	State	Proviso	Requires a report detailing the status of the Child Support Enforcement System. This report is due to the General Assembly by August 31st.	No	Yes
55	38.18 DSS: Child Care Voucher	State	Proviso	Requires DSS to use child care vouchers for providers that exceed the state's minimum child care licensing standards.	Yes	Yes
56	38.19 DSS: Meals in Emergency Operations	State	Proviso	Allows DSS to provide meals to employees not permitted to leave their stations and are required to work during actual emergencies.	Yes	Yes
57	38.20 DSS: Day Care Facilities Supervision Ratios	State	Proviso	Suspends for one year child care ratios	No	Yes
58	38.21 DSS: Foster Care Goals	State	Proviso	Establishes the maximum number of Title IV-E funded children who will remain in foster care greater than 24 months will not exceed a total of 2,617 during the fiscal year.	Yes	Yes
59	38.22 DSS: Comprehensive Teen Pregnancy Prevention Funding	State	Proviso	Establishes the comprehensive teen pregnancy prevention program.	Yes	Yes
60	38.23 DSS: SNAP Coupons	State	Proviso	Establishes a program for SNAP recipients to obtain additional fresh fruits and vegetables.	Yes	Yes

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61	38.24 DSS: INTERNAL Child Fatality Review Committees	State	Proviso	Creates and funds Internal Child Fatality Review Committees (internal committees) pursuant to the authority granted in Sections 43-1-60(3), 43-1-80, and 63-7-910(E) of the 1976 Code to allow for the	Yes	Yes
62	38.25 DSS: Tuition Reimbursement/Student Loan Repayment	State	Proviso	The Department of Social Services is allowed to spend state, federal, and other sources of revenue to provide tuition reimbursement and/or student loan repayment to aid in retaining caseworkers and	Yes	Yes
63	38.26 DSS: Federally Certified Child Support Enforcement System Project	State	Proviso	In order to expedite the completion and certification of the Automated Child Support Enforcement System required by the Social Security Act (42 U.S.C. Section 654a), the Department of Social Services is	No	Yes
64	38.27 DSS: Wilderness Therapeutic Camps)	State	Proviso	Provides authority for promulgation of regulations regarding wilderness therapeutic camps	Yes	Yes
65	38.28 DSS Group Home Transition	State	Proviso	Provides authority and funding for DSS to support transition of Group Homes to new service models	Yes	Yes
66	102.4 RFAO: SC Health & Human Services Data Warehouse	State	Proviso	Establishes the SC Health & Human Services Data Warehouse and sets reporting requirements.	Yes	Yes
67	104.10 DOA: Compensation - Agency Head Salary	State	Proviso	The appointing authority must have the prior favorable recommendation of the Agency Head Salary Commission to set, discuss, offer, or pay a salary for the agency head or technical college president at a	Yes	Yes
68	105.1 SFAA/AUD: Annual Audit of Federal Programs	State	Proviso	Each state agency receiving federal funds subject to the audit requirements of the Single Audit Act Amendments of 1996 and OMB Circular A-133, Audits of States, Local Governments and Nonprofit	Yes	Yes
69	117.1 GP: Revenues, Deposits Credited to General Fund	State	Proviso	Directs the remittance of revenues to the General Fund.	Yes	Yes
70	117.3 GP: Fiscal Year Definitions	State	Proviso	Sets the dates for the Fiscal Year.	No	No
71	117.6 GP: Case Service Billing Payments Prior Year	State	Proviso	Authorizes agencies receiving case services to pay with current years funds obligations received after the close of the old fiscal year. This does not apply to billings on hand at the close of the old fiscal	No	Yes
72	117.7 GP: Fee Increases	State	Proviso	No state agency may increase existing fees and provides exceptions.	No	Yes
73	117.9 GP: Transfers of Appropriations	State	Proviso	Establishes guidelines for the transfer of appropriations during the fiscal year.	No	No
74	117.10 GP: Federal Funds - DHEC, DSS, DHHS - Disallowances	State	Proviso	Allows DSS to cover program operations of prior fiscal years where adjustment of such prior years are necessary under federal regulations or audit exceptions.	No	Yes
75	117.13 GP: Discrimination Policy	State	Proviso	Establishes guidelines for the state discrimination policy and requires agencies to report to State Human Affairs Commission by October 31 of each year.	Yes	Yes
76	117.14 GP: Personal Service Reconciliation, FTEs	State	Proviso	Provides guidelines for the establishment, management, and reconciliation of FTE's. Allows the B&C Board to delete positions determined to be unfunded.	No	Yes
77	117.15 GP: Allowance for Residences & Compensation Restrictions	State	Proviso	Provides guidelines for the compensation of state employees.	No	Yes
78	117.17 GP: Replacement of Personal Property	State	Proviso	Allows DSS to replace personal property damaged or destroyed by a client while in the custody of the agency. Establishes guidelines.	Yes	Yes
79	117.18 GP: Business Expense Reimbursement	State	Proviso	Establishes guidelines for the reimbursement of business expenses for agency heads and deputy directors.	Yes	Yes
80	117.20 GP: Travel - Subsistence Expenses & Mileage	State	Proviso	Establishes the travel subsistence and mileage rates for the fiscal year and provides guidelines.	Yes	Yes

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?
81	117.21 GP: Organizations Receiving State Appropriations Report	State	Proviso	Requires organizations receiving contributions to provide the state agency making the contribution an accounting of how the funds will be spent, copy of the current year adopted budget, and a copy of the	No	Yes
82	117.23 GP: Carry Forward	State	Proviso	Authorizes agencies to carry forward up to 10% of unspent general fund appropriations to the current fiscal year. Establishes guidelines.	No	Yes
83	117.24 GP: TEFRA-Tax Equity and Fiscal Responsibility Act	State	Proviso	Establishes guidelines to amend the State Medicaid Plan to provide benefits for disabled children as allowed by the Tax Equity and Fiscal Responsibility Act.	Yes	Yes
84	117.25 GP: Prison Industries	State	Proviso	State agencies must first consider contracting for services or purchasing goods and services through SCDC Prison Industries Program.	Yes	Yes
85	117.26 GP: Travel Report	State	Proviso	Establishes guidelines and requires state agencies to report to the Comptroller General travel expenditures for the prior fiscal year.	No	No
86	117.29 GP: Base Budget Analysis	State	Proviso	Requires state agencies to make public their Annual Accountability Report on or before September 15th and sets guidelines for the report.	Yes	Yes
87	117.30 GP: Collection on Dishonored Payments	State	Proviso	Allows state agencies to collect a service charge to cover the costs associated with the processing and collection of dishonored or electronic payments where any amount is not paid due to insufficient	No	Yes
88	117.32 GP: Voluntary Separation Incentive Program	State	Proviso	State agencies may implement voluntary separation incentive programs with the consultation of the Department of Administration. Establishes guidelines and reporting requirements.	Yes	Yes
89	117.34 GP: Debt Collection Reports	State	Proviso	Requires state agencies to report to SFC and W&M by the end of February the amount of outstanding debt and all methods used to collect it.	No	Yes
90	117.41 GP: South Carolina Recycling Initiative	State	Proviso	Requires state agencies to purchase recycled steel unless the item cannot be acquired competitively at a reasonable price.	No	Yes
91	117.45 GP: Parking Fees	State	Proviso	Forbids state agencies from imposing additional parking fees or increasing the current fees during the fiscal year. This does not apply to college or universities.	Yes	Yes
92	117.47 GP: Insurance Claims	State	Proviso	Requires any insurance reimbursement to an agency may be used to offset expenses related to the claim.	No	Yes
93	117.48 GP: Organizational Charts	State	Proviso	Requires state agencies to submit to OHR a current organization chart by September 1st.	No	Yes
94	117.49 GP: Agencies Affected by Restructuring	State	Proviso	Establishes guidelines for agencies affected by restructuring.	No	No
95	117.50 GP: Agency Administrative Support Collaboration	State	Proviso	Encourages agencies to combine administrative support functions with other agencies in order to maximize efficiency and effectiveness.	No	Yes
96	117.54 GP: ISCEDC Funding Transfer	State	Proviso	Directs DMH, DDSN, and DJJ to transfer \$1,199,456 to DSS for support of the Interagency System for Caring for Emotionally Disturbed Children. Transfer of funds shall be accomplished by September 30th.	Yes	No
97	117.55 GP: Employee Bonuses	State	Proviso	State agencies may use state, federal, and other funds to provide bonuses not to exceed three thousand dollars. Employees earning \$100,000 or more are not eligible. Establishes guidelines for	Yes	Yes
98	117.58 GP: Year-End Financial Statements - Penalties	State	Proviso	Establishes guidelines for the submission of year-end financial statements by state agencies and provides for penalties.	No	Yes
99	117.59 GP: Purchase Card Incentive Rebates	State	Proviso	Allows agencies to retain any purchase card incentive rebate premiums and used to support operations.	No	Yes
100	117.64 GP: Attorney Dues	State	Proviso	Agencies are authorized to pay mandatory dues to SC Bar Assoc. for employed attorneys.	Yes	Yes

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?
101	117.68 GP: Voluntary Furlough	State	Proviso	Allows agencies under certain circumstances to implement voluntary furlough programs and establishes guidelines.	Yes	Yes
102	117.70 GP: Reduction in Force Antidiscrimination	State	Proviso	In the event of a reduction in force implemented by a state agency or institution, the state agency or institution must comply with Title VII of the Civil Rights Act of 1964 or any other applicable federal or	Yes	Yes
103	117.71 GP: Reduction in Force/Agency Head Furlough	State	Proviso	In the event a reduction in force is implemented by a state agency or institution, the agency head shall be required to take five days furlough in the current fiscal year.	Yes	Yes
104	117.74 GP: Fines and Fees Report	State	Proviso	Requires a report of the fines and fees charged and collected in the prior fiscal year by September 1st.	No	Yes
105	117.75 GP: Mandatory Furlough	State	Proviso	Establishes guidelines for a mandatory furlough.	Yes	Yes
106	117.76 GP: Reduction In Force	State	Proviso	Establishes guidelines for a reduction in force.	Yes	Yes
107	117.77 GP: Cost Savings When Filling Vacancies Created by Retirement	State	Proviso	Whenever classified FTEs become vacant because of employee retirements, it is the intent of the General Assembly that state agencies should realize personnel costs savings of at least 25% in the	No	Yes
108	117.80 GP: Reduction in Compensation	State	Proviso	No state agency or political subdivision of this state may decrease the compensation of an employee, including dismissal, suspension, or demotion, solely because the employee gave sworn testimony	Yes	Yes
109	117.81 GP: Deficit Monitoring	State	Proviso	If an agency determines the likelihood of a deficit for the current fiscal year exists, the agency shall submit to the Office of State Budget within fourteen days, a plan to minimize or eliminate the	No	Yes
110	117.82 GP: Commuting Costs	State	Proviso	State government employees who use a permanently assigned agency or state owned vehicle to commute from their permanently assigned work location to and from the employee's home must	Yes	Yes
111	117.83 GP: Bank Account Transparency and Accountability	State	Proviso	Each state agency, except state institutions of higher learning, which has composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller	No	Yes
112	117.84 GP: Websites	State	Proviso	Agencies shall be responsible for providing on its Internet website a link to the Internet website of any agency, other than the individual agency, department, or institution, that posts on its Internet website	Yes	Yes
113	117.87 GP Civil Conspiracy Defense Costs	State	Proviso	For any claim that has not reached a judgment, if a state or local government employee or former state or local government employee ("government employee") is personally sued for civil conspiracy based	No	Yes
114	117.88 GP: Recovery Audits	State	Proviso	The Budget and Control Board shall contract with one or more consultants to conduct recovery audits of payments made by state agencies included in this act to vendors. The audits must be designed to	No	Yes
115	117.92 GP: Agency Reduction Management	State	Proviso	Encourages state agencies, if they are assessed a base reduction, to try to realize savings through: 1) payroll management, including, but not limited to, furloughs, reductions in employee compensation,	No	Yes
116	117.98 GP: First Steps - BabyNet	State	Proviso	First Steps to School Readiness, the School for the Deaf and Blind, the Department of Disabilities and Special Needs, the Department of Health and Human Services, the Department of Mental Health and	Yes	Yes
117	117.99 GP: Single Audit Schedule of Federal Expenditures	State	Proviso	To ensure timely completion of the of the Statewide Single Audit, state agencies which do not receive a separate audit of federal expenditures, must submit to the Office of the State Auditor a schedule of	No	Yes
118	118.6 SR: Prohibits Public Funded Lobbyists	State	Proviso	Prohibits state agencies and institutions from using General Fund Appropriations to hire private or contract lobbyists.	No	Yes

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Adult Advocacy	Adult victims of abuse/neglect	Ensuring placement in a safe and healthy living situation.	General Public
Child Welfare Services	Catawba Indian Nation	Ongoing, regular collaborative meetings with the SC DSS and other interested parties, to engage in resolving the Indian Child Welfare Act (ICWA) compliance challenges and challenges in general in the provision of child welfare services for children and families of the Catawba Indian Nation, and for other Native Americans of other tribes in the areas of Mandated and non-mandated reporting of abuse and neglect, Child Protective Services, treatment, foster care, and adoption. The tribe expects and requires the SC DSS to take the lead in diligently implementing the ICWA-related strategies of the 2015-2019 CFSP, Strategic Action Plan.	Local Govts.
Economic Services	Child care providers, after school programs, and Pre-K programs.	Child care vouchers, opportunities and support to enhance knowledge and skills to properly care for young children.	Industry
Child Welfare Services	Children at risk for abuse/neglect and their families.	Investigate and identify child maltreatment. Accurate Intake assessment of reported abuse and neglect. Timely initiation of CPS investigation and accurately complete assessment.	General Public
Economic Services	Children in child care facilities, emergency shelters, and their parents.	Child care vouchers, knowledgeable and well trained child care workforce.	General Public

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Child Welfare Services	Children in Foster Care and birth families	Visit the child in care monthly in the placement, and intermittently in the school setting. Assess for risk and safety in the placement and other settings. Provide a safe and nurturing Resource Home (Foster Care Home). Case planning with the child when age-appropriate. Services to promote and support reunification when possible, and other permanency placement when necessary.	General Public
Child Welfare Services	Children/youth and their adoptive families	Financial adoption subsidy support. Aftercare support services when necessary.	General Public
Child Support Services	Clerks of Court	Court filings, information, etc.	Judicial Branch
Child Support Services	Custodial Parents	To establish paternity and child support orders and to collect child support payments	General Public
Agency	Department of Alcohol and Other Drug Abuse Services (DAODAS)	Referrals for services for alcohol and other drugs for testing, assessment and treatment of persons and families connected to the SC DSS.	Executive Branch/State Agencies
Adult Advocacy	Domestic Violence Emergency Shelters	Referrals of women and children in at-risk of or in existing situations of domestic violence or sexual abuse.	Professional Organization
Economic Services	Early childhood educators, child care technical assistance providers and trainers.	Increase and improve the availability of knowledgeable leadership among the child care workforce and those providing guidance to improve the quality of care being offered.	Industry

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Economic Services	Families receiving TANF, transitioning off of TANF, children with special needs, low-income working families, foster children of working foster parents, children receiving child protective services.	Child care vouchers to support parents/caregivers ability to remain employed.	General Public
Child Welfare Services	Foster Parents	Regular communication with Resource Families. Timely communication, support, and services from DSS County Offices when challenges with children arise, training activities readily accessible throughout the year for ongoing education and licensing requirements, and linkages to other support services.	General Public
Agency	Judges	Comprehensive sharing case information and planning. Partnership on the SC Bench-Bar Committee. Training of Family Court Judges on updates on the Child Welfare System.	Judicial Branch
Agency	Legislators and policy makers.	Assure compliance with state /federal regulations and improving the safety and well-being of children. Timely reporting of requested information from all areas of the SC DSS Child Welfare Services.	Legislative Branch
Child Welfare Services	Minor victims of human trafficking	Assess for treatment services. Coordination of reunification with family if possible, or coordination of other safe placement and services for minor victims of human trafficking.	General Public
Child Support Services	Non-Custodial Parents	To establish paternity and to modify child support orders as circumstances change	General Public

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Child Welfare Services	Office of the Governor, Foster Care Review Board/Heart Gallery	Timely completion and submission to the Foster Care Review Board of permanency plan information for children in care.	Executive Branch/State Agencies
Child Welfare Services	Palmetto Association For Children and Families: this includes Psychiatric Residential Treatment Facilities, Therapeutic Foster Care Providers, and Group Care Providers.	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted logistical support for collaborative meetings and training activities. Communication of planned Goals, Objectives/Outcomes, and Strategies of the 2015-2019 Child and Family Services Plan (CFSP), Plan for Improvement (Strategic Action Plan), and regular communication of updates on the status of the progress of those items.	Professional Organization
Child Welfare Services	Project Best	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. The SC DSS promotion of and staff participation in Trauma-Informed Care training activities. The SC DSS to revise policies and procedures in the SC DSS Human Services Manual, and to facilitate implementation of Trauma-Informed Care statewide as indicated in the SC 2015-2019 Child and Family Services Plan, Strategic Action Plan.	
Agency	SC Sheriffs	Collaboration particularly in the Child Welfare Services and Child Support Services divisions	Executive Branch/State Agencies

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Economic Services	SNAP Applicants/Recipients	Eligible SNAP households will receive monthly benefits determined in an accurate and timely manner according to federal regulations and state law based on correct information provided by the household. Households will comply with all program rules and will participate in work program requirements designed to facilitate the households movement toward self-sufficiency.	General Public
Child Support Services	South Carolina Center for Fathers and Families	Closer collaboration with DSS County Offices. Referrals from DSS County Offices for services that the SC Center for Fathers and Families provides. Referrals from County Offices of fathers for services.	Professional Organization
Child Welfare Services	South Carolina Citizen Review Panel	Intentional collaboration of the DSS leadership with the Citizen Review Panel staff and volunteers, sharing data on abuse and neglect and deaths of children, and updates on the status of the Abuse and Neglect Reporting/Intake System and the Child Protective Services System at DSS, DSS to receive and review recommendations from the Citizen Review Panel and report Agency responses in a timely way.	Executive Branch/State Agencies
Child Welfare Services	South Carolina Crime Victims' Council	Collaboration with the SC DSS leadership and the sharing of data on victims of human trafficking.	Professional Organization
Child Welfare Services	South Carolina Department of Disabilities (DDSN)	Inter-agency collaboration for case planning and referrals, and cost sharing for clients served by both DDSN and DSS and the age-out population of youth in care.	Executive Branch/State Agencies

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Child Welfare Services	South Carolina Department of Education (DOE)	Intentional collaboration of the DOE leadership with the DSS leadership regarding: systemic changes that are needed; intentional collaboration of DSS County and Regional Offices with local schools regarding the educational needs of students, safety and risk management, case planning and management for the students. Of special importance is the sharing with the school's administration the information related to placement changes in care and of the student's physical and behavioral health.	Executive Branch/State Agencies
Agency	South Carolina Department of Health and Human Services (DHHS)	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for Medicaid Services of physical and behavioral treatment services.	Executive Branch/State Agencies
Child Welfare Services	South Carolina Department of Juvenile Justice (DJJ)	Collaborative meetings with County Offices' leadership and State Office's leadership to plan for improvement in collaboration for children in the custody of the SC DSS and also involved with the SC DJJ. Collaborative meetings for care management for children in the custody of the SC DSS and also involved with the SC DJJ.	Executive Branch/State Agencies
Child Welfare Services	South Carolina Department of Mental Health (DMH)	Referrals for the initial mental health assessment and trauma screening for a large proportion of children in care, out-of-home protocol, comprehensive case information and consent to provide behavioral health services and psychotropic medication management.	Executive Branch/State Agencies

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Child Welfare Services	South Carolina Family Corps (Parents Anonymous)	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Referrals of parents of at-risk families and youth for services.	Professional Organization
Child Welfare Services	South Carolina Foster Care Advisory Committee	The SC DSS leadership participate in planning use of Medicaid funds for the physical and behavioral health care needs of children in care. Supply physical and behavioral health care data about children in care. Sharing information about the State Health Care Oversight and Coordination Plan and updates on the status of the implementation of the Plan. The SC DSS to follow through on implementation of recommendations that are committee-approved.	Executive Branch/State Agencies
Child Welfare Services	South Carolina Foster Parent Association	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities for Resource Family (Foster Parents). Referrals for the recruitment of Resource Families for Foster Care.	Professional Organization
Child Welfare Services	South Carolina Labor Licensing and Regulations (LLR)	Timely referrals of potential and existing Foster Family homes that need fire inspections and safety inspections for licensing. Collaboration with the SC DSS leadership.	Executive Branch/State Agencies
Child Welfare Services	South Carolina Law Enforcement Division (SLED), Fusion Center	Sharing critical need-to-know information by DSS County Offices and the DSS State Office of Investigations. Consent and requests to perform searches and enhanced criminal background checks.	Executive Branch/State Agencies

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Agency	South Carolina South Carolina Coalition Against Domestic Violence and Sexual Assault (SCCADVASA)	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Referrals of women and children in or at-risk of being in situations of domestic violence and sexual assault.	Professional Organization
Economic Services	TANF Applicants/Recipients	Eligible TANF benefit groups will receive a monthly stipend determined in an accurate and timely manner according to federal regulations and state law based on correct information provided by the household. Benefit Group members mandatory to comply with work program rules will participate in work program requirements designed to facilitate the households movement toward self-sufficiency.	General Public
Child Welfare Services	The Cass Elias McCarter Guardian ad Litem (GAL), Office of the Governor	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Timely sharing of case file information especially physical and behavioral health information, permanency, placement movements in care. Timely support and communication from County Offices.	Executive Branch/State Agencies

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Budget and Control Board	State Government	Provides printing and mailing of SNAP and TANF eligibility computer system correspondence to applications and participants.	G2
Children's Trust of South Carolina	Non-Governmental Organization	Grant Agreement to increase public awareness related to indicators of high quality child care. Provide trainings.	G1
Department of Alcohol and Other Drug Abuse Services (DAODAS)	State Government	DSS contracts with DAODAS to co-locate (33) AOD treatment staff to provide alcohol and other drug abuse treatment/testing/screening/ assessment services for those persons and families involved with DSS.	G1
Department of Corrections	State Government	Provides bulk printing services for SNAP and TANF forms, brochures posters and flyers used in local offices and provided to applicants and recipients.	G2
Department of Disabilities (DDSN)	State Government	Serves as financial partner with Interagency System of Care for Emotionally Disturbed Children (ISCEDC) , assumes lead agency role for Intellectual Disabilities age-out population in care from DSS.	G1

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Department of Disabilities (DDSN)	State Government	Identifies facilities qualifying as group living arrangements for SNAP. May also serve as authorized representatives for residents of these facilities.	G1
Department of Education (DOE)	State Government	Through the SC Education Bill of Rights (Section 59-38-10) there is a purposeful partnership to ensure access to appropriate education opportunities; smooth transition to school and between school districts; access to records; independent educational to allow provision of needed technology and educational opportunities to ensure youth in care have the same advantage in education as other youth have that are not in care of DSS.	G1
Department of Employment and Workforce (DEW)	State Government	MOU (effective 2/12/15)	G2
Department of Employment and Workforce (DEW)	State Government	Data Sharing - Wages and Unemployment	G2
Department of Health and Human Services (DHHS)	State Government	Data sharing agreement to provide SNAP eligible children to express lane eligibility for Medicaid.	G2

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Department of Health and Human Services (DHHS)	State Government	Direct Contractor for DSS' selected MCO, federal funder of critical medical and behavioral health and case services. Medicaid Administrative Activities (MAA) contract, Transportation contract, State Matching Funds for Mental Health Services for Children Under 21 in the Interagency System of Care for Emotionally Disturbed Children. Manages prior authorization process for access to Psychiatric Residential Treatment Facilities (PRTFs), manages Medicaid eligibility determinations. Data sharing agreement to provide health status information for children in foster care.	G1
Department of Juvenile Justice (DJJ)	State Government	Serves as financial partner with Interagency System of Care for Emotionally Disturbed Children (ISCEDC). DJJ partners with DSS regarding children in care that are at-risk and have involvement with the court and either live in the community or in a DJJ facility	G1
Department of Mental Health (DMH)	State Government	DMH provides the initial mental health assessment and trauma screenings through the Out of Home Protocol agreement for a large portion of children coming into care. Provide clinical and psychiatric services for child welfare population. Serves as financial partner with Interagency System of Care for Emotionally Disturbed Children (ISCEDC) .	G1
Department of Vocational Rehabilitation	State Government	Provides vocational rehabilitation services for SNAP and TANF participants	G2
Foster Care Review Board (FCRB)	State Government	DSS currently contracts with the South Carolina Children's Foster Care Review Board that was created in 1974 by the General Assembly to monitor the progress in achieving permanent placements for children in foster care. Citizens from each community become involved in the child welfare system by participating in case reviews of all children who spend longer than four consecutive months in foster care. The objectives of these reviews are to ensure that permanent plans are being made for children and families; and,	G1

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Greenville Technical College	Higher Education Institute	State Agency Contract to provide ongoing coursework for early care and education workforce (AA degree programs).	G2
Judicial Department	State Government	Clerk's Unit Cost and Incentives Contracts	G2
Medical University of South Carolina-MUSC / Medical University Hospital Authority-MUHA	Higher Education Institute	Comprehensive services are provided by a multi-disciplinary care team (Pediatricians, Nurse Practitioner, PT/OT/Speech Therapist, social worker) for bio-families, foster families and adoptive families in the low country region of the state. Services also encompass medical care coordination to support children and their families in scheduling for primary care appointments, sub specialist appointments, therapies, counseling and other training. Social work and counseling services are also provided directly to the child and family. Other services include one on one education and training with the child. training with the parent and child. classes for parents and child's school. etc.	G1
MUSC-Division of Pediatrics	Higher Education Institute	State Agency Contract to provide training for child care providers on caring for infants and toddlers.	G2
Revenue and Fiscal Affairs Office	State Government	State Agency Contract to improve efficiency in electronic data collection and reporting to assess impact of quality initiatives and link with other agencies.	G2

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
S. C. Labor Licensing and Regulations (LLR)	State Government	DSS contracts with LLR to conduct initial and annual fire and life safety inspections for foster homes and group care facilities licensed by DSS.	G1, G2
S.C. Dept. of Health and Environmental Control (DHEC)	State Government	DSS contracts DHEC to provide lead and risk assessments for potential foster care and adoptive homes The State Child Fatality Advisory Committee (SCFAC) was enacted in 1993. The SCFAC is mandated by S.C. Code 63-11-1950 to identify patterns in child fatalities that will guide efforts by agencies, communities and individuals to decrease the number of preventable child deaths. DSS contracts with SC Department of Health and Environmental Control (DHEC) for a child fatality and injury prevention program specialist to coordinate and facilitate child fatality review processes at the state and local	G1
S.C. Dept. of Health and Environmental Control (DHEC)	State Government	Data Sharing - Birth and Paternity Statistics	G2
SC Department of Motor Vehicles	State Government	Data Sharing - Driver's License	G2
SC Department of Revenue	State Government	Data Sharing - Tax offset for child support	G2

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
SC Technical College System	Higher Education Institute	Contracts for services with individual colleges	G2
South Carolina Courts System	State Government	Collaboration with DSS on children in care regarding court process issues (i.e. Probable Cause Hearings, Merits Hearing, Permanency, etc.) and reducing barriers in the court related to laws pertaining to children in care , training and awareness for judges, etc.	G1
State Law Enforcement Division (SLED)	State Government	<p>The SCDSS has recognized the important role law enforcement can play in supporting the safety and well-being of a child involved with the Department. The SCDSS seeks to enhance its communication and partnership partner with Law Enforcement. In May 2014, the SCDSS updated its policy to include contact with Law Enforcement when the child and family cannot be located within 72 hours or sooner if safety of the child is of concern.</p> <p>Through a statute change, the SCDSS seeks to enhance screenings to include collaboration with the SLED on use of the National Crime Information Center (NCIC) FBI checks of adults involved with child</p>	G1
The Cass Elias McCarter Guardian ad Litem (GAL)	State Government	<p>DSS contracts with the Cass Elias McCarter Guardian ad Litem program to recruit, train and supervise volunteers who advocate for abused/neglected children in South Carolina. GAL volunteers get to know the child and everyone involved in the child's life, including family, teachers, doctors, social workers and others. They gather information about the child and what the child needs. Their recommendations to the court help the judge make an informed decision about a child's future. GAL volunteers provide a stable presence in a child's life, remaining on each case until the child finds a safe, permanent home.</p>	G1
Richland County CASA	Local Government	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Timely sharing of case file information especially physical and behavioral health information, permanency, placement movements in care. Timely support and communication from County Offices.	G1

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
USC-College of Education	Higher Education Institute	State Agency Contract to a) manage SC Child Care Resource and Referral Network; b) collect and analyze child care data to inform program and policy decisions; c) coursework training, and technical assistance for child care providers; d) infant toddlers outreach services; e) training for DSS child care staff; and f) support to caregivers serving special needs children.	G2
USC-Institute for Public Service and Policy Research	Higher Education Institute	State Agency Contract to conduct biannual statewide market rate survey of child care providers.	G2

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Report and External Review Template

Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
Report	2015-2019 Child and Family Services Plan, 2017 Annual Progress and Services Report (APSR)	Administration for Children and Families, Children's Bureau	Federal	Annual	June 30th	Assessment of performance of the SC Child Welfare System and the plan for improvement of child and family outcomes. Includes collaboration with stakeholders in the Child Welfare System including between the state and Federally-recognized tribes.	DSS website
Report	ACF 404 Report	ACF, Office of Child Care	Federal	Every 3 years	June 30th	Data regarding improper payments, cases with missing or insufficient information, and program performance for the reporting year.	The actual report cannot be accessed by the public but demographic data from the report is available on the ACF website.
Report	Annual Head Start Collaboration Report	ACF, Office of Head Start	Federal	Annual	May 16th	Reflects work done as it relates to the Head Start Act and Collaboration priorities.	Early Childhood Learning Knowledge Center website
Report	Annual Outcome Goal Plan	ACF, Office of Refugee Resettlement	Federal	Annual	November 15th	Review of previous year's approved annual outcome goal plan. Compare these with actual results and propose goals for the next year.	Only accessible through state approval
Report	Annual State Report on Verification of SNAP Participation	USDA-FNS	Federal	Annual	March 31st	The report must include sufficient information to show that the state had appropriate systems in place to ensure that the state did not issue benefits to anyone who was deceased or permanently disqualified from receiving benefits during the prior year.	We are unaware of any public access to this report
Report	CACFP State Plan	USDA-FNS	Federal	When changes occur	August 15th or when changes occur	SCDSS plan for the administration of the Child and Adult Care Food Program.	By Request
Report	CCDF Plan	ACF, Office of Child Care	Federal	Triennial	August 15th	Describes the CCDF program to be administered for the 3-year plan period. Serves as the application for CCDF funds by providing a description of, and assurance about, the grantee's child care program and all services available to eligible families. Current and planned efforts, initiatives and implementation plans for the state through the plan period.	DSS Child Care Services website
Report	Education and Administrative Reporting System	USDA-FNS	Federal	Annual	December 31st	SNAP-Ed participants and contacts; demographics; delivery sites; programming; budget information.	By Request
Report	ESAP Annual Report	USDA-FNS	Federal	Annual	May 16th	Number of certifications, recertifications and interviews.	Through FNS
Report	FNS 101	USDA-FNS	Federal	Annual	October 19th	EBT Participation In Food Programs By Race	By Request
Report	FNS 153 - Commodity Supplemental Food Program, Administrative Financial Status	USDA-FNS	Federal	Monthly	30th	Account of all participants served per month.	By Request
Report	FNS 191 - Racial/Ethnic Group Participation (CSFP)	USDA-FNS	Federal	Annual	July	Account of all participants served in April using data recorded from their application.	By Request
Report	FNS 292B	USDA-FNS	Federal	As Needed	As Needed	Disaster SNAP Participation Report	By Request
Report	FNS 388	USDA-FNS	Federal	Monthly	19th	EBT Issuance and Participation Estimates	By Request
Report	FNS 388A	USDA-FNS	Federal	Semi-Annual	March/September	EBT Participation by Persons and Household	By Request
Report	FNS 44	USDA-FNS	Federal	Monthly	30 days after the end of the reporting month	Participation information for CACFP institutions.	USDA summarizes the data for all states on the USDA website.
Report	FNS 46	USDA-FNS	Federal	Monthly	5th	Monthly EBT Issuance	FNS Website; DSS Website
Report	FNS 583	USDA-FNS	Federal	Quarterly	Feb. May, Aug, Nov	# of Work Registrants, SNAP Employment & Training participation.	By Request
Report	FNS 667 - Emergency Food Assistance Program (TEFAP) Administrative Costs	USDA-FNS	Federal	Annual	September 30th	Account of all TEFAP funding spent.	By Request
Report	FNS 683 - WIC Farmers' Market Nutrition Financial and Program Report	USDA-FNS	Federal	Annual	November 15th	SFMNP Financial & Program Activity for the season.	By Request

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Report	FNS-366B	USDA-FNS	Federal	Annually, but will be changing to quarterly next FY	August 15th	Program Activity Statement: number of initial application and recertifications approved and denied; SNAP applications and dispositions; Fair Hearing information; eligibility fraud and trafficking investigations completed; Administrative Disqualification Hearings; prosecutions completed; and program dollars to be recovered during reporting period.	By Request
Report	Healthy Bucks Updates	USDA-FNS	Federal	Quarterly	Upon Request	Program description; county progression; SNAP and Healthy Bucks redemptions to-date; SNAP redemptions for the growing season for direct marketing farmers and farmers markets; vendor recruitment and client education/outreach strategies.	By Request
Report	ME State Plan	USDA-FNS	Federal	Annual	September 1st	Each year, FNS targets specific program areas which are required to be monitored in each State Agency's ME plan that are essential for monitoring the successful operation of the SNAP nationwide. The objective is to successfully complete federally mandated ME reviews to monitor program compliance and improve program operations. The information gathered will provide a basis for assessing the administration of the SNAP and planning future management objectives.	By Request
Report	ME Trend Analysis Report	USDA-FNS	Federal	Annual	October 23rd	An annual trend analysis report showing the results and trends from the County Benefit Integrity ME reviews conducted during the fiscal year.	By Request
Report	Monthly Caseworker Visit Formula Grant Report	Administration for Children and Families, Children's Bureau	Federal	Annual	December 15th	Report summarizes the total number of visits made by caseworkers on a monthly basis to children in foster care, and the percentage of the visits made in the child's residence.	By Request
Report	Multiple Card Trafficking/Fraud	USDA-FNS	Federal	Quarterly	March, June, September, December	Number of requests made by client's who have ordered 4 or more EBT cards in the last 12 months and number which resulted in an investigation.	By Request
Report	ORR-1 CMA Budget Estimate	ACF, Office of Refugee Resettlement	Federal	Annual	August 15th	Justification statement and yearly estimates to receive reimbursement of administrative, cash and medical costs in operating the Refugee Resettlement Program.	Only accessible through state approval
Report	ORR-6 Annual Service Plan	ACF, Office of Refugee Resettlement	Federal	Annual	October 30th	Report of current services to refugees and the dollar amount used to provide services form ORR funding.	Only accessible through state approval
Report	ORR-6 Performance Report	ACF, Office of Refugee Resettlement	Federal	Every Trimester	March, June, October	Statistical data and program services provided to refugees during a 4-month reporting period.	Only accessible through state approval
Report	OSHA 300 Report	US Department of Labor	Federal	Annual	January	Report of injuries for the year.	N/A
Report	Performance Progress Report	DHHS/ACF	Federal	Semi-Annual	April, October	TANF participant academic data, employment data, supportive services	By Request
Report	Quality Performance Report (QPR)	ACF, Office of Child Care	Federal	Annual	Varies	Captures the state's progress in improving the quality of child care. The QPR reports on the progress in meeting goals, high quality indicators and bench marks as reported in the CCDF Plan and provides data on the results of quality initiatives.	By Request
Report	Safeguard Review Corrective Action Plan (CAP) for SCS7X-CS (Child Support)	Internal Revenue Services	Federal	Annually	March 31st	Agency response to reported findings to correct finding. Must be updated until actions are approved by the IRS.	No public access. These reports are the property of the IRS.
Report	Safeguard Review Corrective Action Plan (CAP) for SC629-HS (Human Services or DSS Economic Services)	Internal Revenue Services	Federal	Annually	March 31st	Agency response to reported findings to correct finding. Must be updated until actions are approved by the IRS.	No public access. These reports are the property of the IRS.

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Report	Safeguard Security Report (SSR) for SC57X-CS (Child Support)	Internal Revenue Services	Federal	Annually	September	Report of agency security posture to support IRS Safeguard programs for systems utilizing Federal Tax Information (FTI).	No public access. These reports are the property of the IRS.
Report	Safeguard Security Report (SSR) for SC629-HS (Human Services or DSS Economic Services)	Internal Revenue Services	Federal	Annually	September	Report of agency security posture to support IRS Safeguard programs for systems utilizing Federal Tax Information (FTI).	No public access. These reports are the property of the IRS.
Report	SC Head Start Annual Assessment	ACF, Office of Head Start	Federal	Annual	June		ECLK and Headstart Enterprise System (HSES)
Report	SC Head Start Collaboration Committee	ACF, Office of Head Start	Federal	Bi-Annual; monthly updates	November, April	The progress towards Head Start Collaboration Grant goals and activities.	Region IV Office of Head Start
Report	SCCAP Renewal	USDA-FNS	Federal	Every 5 years	August	Cost Neutrality Report, and changes made to the program.	Through FNS
Report	SNAP APT CAP	USDA-FNS	Federal	Semi-Annual	May 1 and Nov 1	SNAP Application Processing Timeliness (APT) Corrective Action Plan (CAP) includes the state's Quality Control (QC) timeliness information for the past six months and the identified root causes, corrective action strategies, and evaluation measures for corrective action activities developed by the state to improve SNAP APT.	By Request
Report	SNAP CAPER CAP	USDA-FNS	Federal	Semi-Annual	May 1 and Nov 1	SNAP Case and Procedural Error Rate (CAPER) Corrective Action Plan (CAP) includes the state's Quality Control SNAP negative error rate for the past six months and identified root causes, corrective action strategies, and evaluation measures for the corrective action activities developed by the state to improve SNAP CAPER.	By Request
Report	SNAP E&T State Plan	USDA-FNS	Federal	Annual	August	Implementation plan for the SNAP Employment & Training program.	By Request
Report	SNAP Education Annual Report	USDA-FNS	Federal	Annual	January 31st	Program overview; administrative expenditures; impact evaluation; planned improvements.	By Request
Report	SNAP Education State Plan	USDA-FNS	Federal	Annual	August 15th	Needs assessment methodology and findings; state goals, objectives, projects, campaigns, evaluation and collaborations; staffing; budget information.	By Request
Report	SNAP Outreach Final Report	USDA-FNS	Federal	Annual	December 31st	Major accomplishments; major challenges and solutions developed; evaluation methodology and findings.	By Request
Report	SNAP Outreach State Plan	USDA-FNS	Federal	Annual	August 15th	Statement of need; outreach plan summaries; project and staffing details; budget information.	By Request
Report	Social Media Trafficking/Fraud	USDA-FNS	Federal	Quarterly	March, June, September, December	Number of social media sites through RSS feeds which indicate SNAP fraud and/or trafficking.	By Request
Report	SSBG Plan	ACF, Office of Community Services	Federal	Annual	September 1st	Spending plan for SSBG funding. Must include proof of notification to the public, description of the agency's administrative, fiscal, and program operations, description of the services funded, amount of funds allocated to each service, estimated number of clients to be served, proof of single audit, and certifications.	DSS website
Report	SSBG Post-Expenditure Report	ACF, Office of Community Services	Federal	Annual	March 31st	Accounting by service based on expenditures for the FFY and number of clients served; demographics of clients served.	Report is not required to be posted but the contents are included in the SSBG Plan.
Report	Standard Medical Deduction Demonstration Project Cost Neutrality Report	USDA-FNS	Federal	Bi-Annual	June 1st	Review of 200 elderly/disabled cases with excess medical expenses.	Standard Medical Demonstration Project on the USDA website: http://www.fns.usda.gov/snap/waivers-rules

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Report	Standard Medical Deduction Project Annual Data Submission (Effect on Caseload)	USDA-FNS	Federal	Annual	January 1st	Number of elderly or disabled households in the caseload during the reporting year; number with medical expenses in excess of \$35; number that took standard medical deductions; and that opted for actual calculation of medical expenses.	Standard Medical Demonstration Project on the USDA website: http://www.fns.usda.gov/snap/waivers-rules
Report	Standard Utility Allowance Calculations and Methodology	USDA-FNS	Federal	Annual	June	Calculation and methodology for determining Standard Utility Allowance: MUA (Mandatory Utility Allowance), BUA (Basic Utility Allowance), Telephone Allowance	Standard Utility Allowance in the DSS SNAP Manual, available on the DSS website.
Report	Survey of Occupational Injuries and Illnesses	US Department of Labor	Federal	Annual	February	5 Counties are sent: any injuries/illnesses job related/number of days out of work/restrictions, etc.	N/A
Report	TANF Annual Report-ACF 204	DHHS-ACF	Federal	Annual	December 31st	Quarterly ACF-196 Financial Reports; ACF 202 TANF caseload reduction report; SARs CR730 Report of Domestic Violence cases.	Extractions from this report (i.e. TANF caseload data) are available on the ACF website.
Report	TANF EBT Restrictions Report ACF-204	DHHS-ACF	Federal	Annual	September 30th	Report on policies and procedures for the mandated blocking of transactions using ePAY cards at Liquor Stores, Casinos, and Adult-Oriented Entertainment businesses.	We are unaware of public accessibility for this report.
Report	TANF State Plan	DHHS-ACF	Federal	Every 3 years. The last Plan was submitted in October 2015	September 30th	State's Plan for operating the TANF program, including: the goals and administration; description of the program; funding sources.	Draft plan is available for public comment on the DSS website 45 days prior to implementation.
Report	TANF State Work Verification Plan	DHHS/ACF	Federal	If changes occur	Current: 2009	TANF work activities, verification, and submittal procedures.	By Request
Report	USDA Team Nutrition Grant progress reports	USDA-FNS	Federal	Quarterly	30 days after end of quarter	Description of accomplishments compared to goals and objectives established for the Team Nutrition grant period. This competitive Team Nutrition training grant will end 7/31/2017.	Information about Team Nutrition training grant activities at http://www.fns.usda.gov/tn/team-nutrition .
Report	Whistleblowers	USDA-FNS	Federal	Daily		SNAP fraud and/or trafficking reports made by the public to the federal government which require an investigation by SC and findings of the investigation are to be reported back to FNS within 60 days.	not sure if report is made available to public
Report	ACF 800 Report	ACF, Office of Child Care	Federal	Annual	December 31st	Total children served for the fiscal year and total providers by provider type.	The actual report cannot be accessed by the public but demographic data from the report is available on the ACF website.
Report	ACF-801 Report	ACF, Office of Child Care	Federal	Quarterly - produced automatically from the SC Voucher System	Last day of the 2nd month following the end of a quarter	Demographic data regarding the children served by the CCDF Program and the providers serving those children.	The actual report cannot be accessed by the public but demographic data from the report is available on the ACF website
Report	FNS-834 State Agency (NSLP/SNAP) Direct Certification Rate Data Element Report	FNS; South Carolina Department of Education	Federal (FNS) State (SCDE)	Annual (Must be submitted through FPRS)	December	Unduplicated count of school-aged children (5-17 years old) in SNAP households during the months of July, August, and September.	By Request
Report	SC Head Start Census	SC Legislative Oversight Office and the Office of Head Start	Federal and State	Bi-Annual	May/Dec	SC Head Start enrollment by county, program, and classroom.	SC Head Start websites
Report	Accountability Report	Executive Budget Office	State	Annually	15-Sep	Summary of major activities for the past state fiscal year.	Online

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Report	Bank Account Transparency and Accountability	General Assembly	State	Annually	September	Each state agency, except state institutions of higher learning, which has composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller General's South Carolina Enterprise Information System shall prepare a report for each account disclosing every transaction of the account in the prior fiscal year. The report shall be submitted to the State Fiscal Accountability Authority by October first of each fiscal year.	Online
Report	Base Budget Analysis	General Assembly	State	Annually	September	Requires state agencies to make public their Annual Accountability Report on or before September 15th and sets guidelines for the report.	Online
Report	Child Support Enforcement System	General Assembly	State	Annually	September	Requires a report detailing the status of the Child Support Enforcement System. This report is due to the General Assembly by August 31st.	Online
Report	Commodity Valuation	Budgets	State	Annual	July 15th	Commodity Receipts & Distributions	By Request
Report	Compensation - Reporting of Supplemental Salaries	General Assembly	State	Annually	N/A	Establishes guidelines and reporting requirements for supplemental salaries. The employing agency must report this information on or before August thirty-first of each year and must include the total amount and source of the salary supplement received by	No supplemental salaries to report
Report	County Office Performance Reviews	General Assembly	State	Each County at least once every five years.	Every county is reviewed every year and reports are submitted to the legislative delegations of each county throughout the year as the reports are completed.	To provide a substantive quality review of the child protective services and foster care programs in each county and each adoption office in the State.	Online
Report	Debt Collection Reports	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually	March	Requires state agencies to report to SFC and W&M by the end of February the amount of outstanding debt and all methods used to collect it.	By Request
Report	Deficit Monitoring	General Assembly	State	Quarterly	January	If an agency determines the likelihood of a deficit for the current fiscal year exists, the agency shall submit to the Office of State Budget within fourteen days, a plan to minimize or eliminate the projected deficit.	By Request
Report	DEW 101-102 Wage Report	DEW	State	Quarterly	4th - 8th of each month	Wages for the period.	N/A
Report	Discrimination Policy	General Assembly	State	Annually	October	Establishes guidelines for the state discrimination policy and requires agencies to report to State Human Affairs Commission by October 31 of each year.	Online
Report	DSS Interagency System for Caring for Emotionally Disturbed Children (ISCEDC) report	Senate Finance and Ways and Means Committee	State	Quarterly	Quarterly	To report on the activities of the ISCEDC program for families and children identified as in need of special support in the community or when necessary, in a substitute care setting.	Online
Report	Fines and Fees Report	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually	September	Requires a report of the fines and fees charged and collected in the prior fiscal year by September 1st.	Online
Report	IMD Operations	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually	November 1, 2013	Requires that IMD funds be used for out of home placement providers. Requires an annual report to be submitted.	By Request

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Report	Information Technology and Information Security Plans	General Assembly	State	Annually	October	By October 1, 2015, all state agencies must submit an information technology plan and an information security plan for Fiscal Year 2015-16 to the Department of Administration. State agencies must submit updates to their plans if there are changes following initial submission. Changes that would necessitate an updated plan include, but are not limited to, changes in response to technological advancements, changes in legislation, regulation or compliance requirements, newly identified funding sources, or new issues relating to information technology management or business requirements.	By Request
Report	Jaidon's Law	General Assembly	State	Annually	March	To report annually on specific caseworker and children data.	Online
Report	Legislative Oversight	Senate Legislative Oversight Subcommittee	State	Special Committee established to review DSS.	Varies. Agency responds to questions from the Subcommittee as received.	Increased Efficiency	By Request
Report	MBE Quarterly Progress Report	Small and Minority Business Contracting and Certification Office	State	Quarterly	Continuous	List of payments to certified minority vendors.	By Request
Report	MMO Quarterly Report	State Procurement Office	State	Quarterly	Continuous	List of Sole Source, Emergency, Trade-Ins, Preference Awards, Unauthorized, and 10% Rule.	By Request
Report	New SNAP Debit Card Accountability Features	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually		Report to Chairman of W&M and Senate Finance by December 1, 2014 on recommendations for new accountability features to SNAP debit cards.	Online
Report	Organizational Charts	General Assembly	State	Annually	No longer required by OHR since SCEIS implementation	Requires state agencies to submit to OHR a current organization chart by September 1st.	By Request
Report	Restructuring Report	House Legislative Oversight Committee	State	Annually	February	Increased Efficiency	Online
Report	Restructuring Report and Cost Savings Plan	Office of Senate Oversight	State	Annually		Increased Efficiency	Online
Report	Safe Haven Act Report	General Assembly	State	Annually	July 19, 2012	To report on infants taken into custody as part of the Safe Haven Act.	Online
Report	SC Head Start Association Update	SC Head Start Association	State	Quarterly	Varies	A summary of Collaboration Office activities and information from partners.	Head Start Association website
Report	SNAP Coupons	General Assembly	State	Bi-annually	October 21, 2015	The agency shall work to identify and utilize funds as matching dollars for the continued success of the "Healthy Bucks" program and shall report semi-annually to the General Assembly on the status of the program. The report shall include, at a minimum, the number of recipients, counties served, and cumulative expenditure data for the program.	By Request
Report	State Accident Fund Payroll Report	State Accident Fund	State	Annual	August	Number of employees/class code/gross payroll/overtime/reported payroll	N/A
Report	Travel Report	General Assembly	State	Annually	September 18, 2015	Establishes guidelines and requires state agencies to report to the Comptroller General travel expenditures for the prior fiscal year.	Online
Report	Use of Funds Authorization	Senate Finance and Ways and Means Committee	State	Annually	January 28, 2016	Authorizes the department to receive and expend funds awarded to investigative units of the department as a result of a donation, contribution, prize, grant or court order. Sets guidelines and requires a report to the Senate Finance Committee and House Ways & Means	By Request

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Report	Voluntary Separation Incentive Program	General Assembly	State	Annually	N/A	State agencies may implement voluntary separation incentive programs with the consultation of B&C Board OHR. Establishes guidelines and reporting requirements.	Online
Report	Work Experience Program Payroll Report	State Accident Fund	State	Annual	August	# of clients in specific categories of Work Experience placements to determine amount of Worker's Compensation coverage.	By Request

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Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission	
						Date or Review Timeline (MM/DD/YYYY)	Method to Access the Report or Information from the Review
1	External Review only	Audit of Delegated Transactions	SCDOA - State Human Resource Division - Audit of Delegated Transactions	State	Mar-18	3/26/2018	N/A
2	External Review only		House Legislative Oversight	State	2015-2016		scstatehouse.gov
3	External Review only		Senate DSS Oversight	State	2013 - 2018		scstatehouse.gov
4	External Review only	SNAP QC Integrity Review	SNAP QC Integrity Review	Federal	Mar-16	2016 Integrity Review is the latest integrity review ; Reviews are found on USCDA website: https://www.fns.usda.gov/snap/snap-quality-control-error	USDA
5	Internal Review and Report	DSS Internal Audits	DSS Internal Audits Division	State	All Year	Audits completed for the fiscal operations of 11 county DSS offices this FY.	Upon request and approval
6	External Review only	State ME Review	Food and Nutrition Service- State ME Review	Federal	Jun-18	Every two years, preliminary report issued	FNS has not issued the final report from the State ME Review for this year.
7	External Review only		Elliott Davis	State	March (Jan-Dec of previous year)		
8	External Review only		Catherine Sullivan with Clifton Larson Allen LLP	Outside Organization	02/29/16; Fiscal year 2015		We are unaware of any public access to the actual report
9	External Review only		FNS- Yolaunda Daniel	Federal			This report can not be accessed by the public at this time
10	External Review only	Benefit Integrity ME Review	FNS/USDA: Benefit Integrity ME Review	Federal	6/8/15-6/12/15; For FY2014		Upon request
11	External Review only	Benefit Integrity ME Review and Financial Audit	FNS/USDA: Benefit Integrity ME Review and Financial Audit	Federal	4/18/16-4/29/16; For FY2015		Upon request
12	External Review only		OIG: DSNAP	State	March 2016 until present		OIG
14	External Review and Report	FY17 Agreed Upon Procedures	State Auditor's Office	State	Annually	9/19/18 (draft report)	State Auditor's Office website
15	External Review and Report	FY16 Agreed Upon Procedures	The Hobbs Group	Outside Organization	Annually	12/8/2017	State Auditor's Office website
16	External Review only	Michelle H Monitoring Reports	Court Appointed Monitors	Outside Organization	October 2016-March 2017; April 2017-September 2017	Reports are submitted twice a year following completion of the 6 month review cycle.	The Center for the Study of Social Policy (CSSP) Website at https://www.cssp.org/publications/child-welfare?type=child_welfare_class_action_reform&title=Child Welfare: Class Action Reform
17	External Review only	Child & Family Services Reviews	ACF/Children's Bureau	Federal	Other		https://library.childwelfare.gov/cwig/ws/cwmd/docs/cb_web/SearchForm
18	External Review only	Child & Family Services Reviews	ACF/Children's Bureau	Federal	Other		https://www.acf.hhs.gov/cb/monitoring/title-ive-reviews/state-reports-pips
19	External Review and Report	FY17 Single Audit	Clifton Larson Allen/State Auditor's Office	Outside Organization	Annually	3/22/2018	State Auditor's Office website
20	External Review and Report	FY17 CAFR Audit	State Auditor's Office	State	Annually	11/17/2017	State Auditor's Office website
21	External Review and Report	SNAP E&T and SNAP Education Review	Food & Nutrition Service	Federal	Other	6/18/18-6/22/18	Contact DSS Financial Services