

EBLAST: "CPS Screening Process Updates"

TO: Child Placing Agencies

DATE: December 9, 2013

Thanks for your feedback and participation on today's webinar. You raised great points as usual!

Here are a few updates:

1. The Reevaluation screen in GA+SCORE is now available 180 days out from the foster home expiration date. If you need to start a reevaluation any sooner than that, please contact Care Solutions for assistance.
2. The CPS screening process for substitute caregivers or babysitters **cannot** be processed using the new GA+SCORE process. You must send the CPS screening request via email to SIU at [cpsscreening@dhr.state.ga.us](mailto:cpsscreening@dhr.state.ga.us).
3. For initial approval CPS screening requests: you must minimally set up the new home in GA+SCORE (add new foster home) and for the adult household members fill in their Member Data (name, age, gender, SS #, race, DOB and household role).
4. For reevaluations CPS screening requests: in order to upload documents to the reevaluation tab you will first need to enter the "date approved by the agency director" and "reevaluation author". Please put in a "dummy date" and author to bypass this screen so that you can upload the documents for SIU prior to the reevaluation. When you are ready to submit your completed reevaluation for approval, however, you will need to go back and update these fields with the correct information.
5. As a reminder, all existing caregivers should sign a DHS HIPAA statement by March 1. However, it does not to be uploaded to GA+SCORE until the home's 2014 re-evaluation comes due.

Please contact OPM or SIU at [cpsscreening@dhr.state.ga.us](mailto:cpsscreening@dhr.state.ga.us) if you have any questions.

Thank you.

The Office of Provider Management

