



**Internal and External Stakeholder
Child Welfare Policy Reviewer
Online Survey Instructions**

REVIEW INFORMATION

You have been selected to provide feedback on draft policies based on your experience and area of expertise. Please review the attached policy drafts and carefully provide feedback by **March 4, 2019**.

1. Read and assess each policy draft. All drafts are in PDF format; you must have Adobe PDF Reader installed on your computer to be able to open and view these documents.
2. Once you have read and analyzed each draft document, click on the link provided in the email to be taken to the survey to provide your feedback. If you have difficulty accessing the survey site through the link, copy and paste the URL into your internet browser.

NOTE: If you have Pop-up Blocker enabled on your computer it may prevent the survey window from opening properly. If you click on the “Give Feedback” link and nothing happens, you may want to click on “Temporarily Allow Pop-Ups” on your internet browser.

3. Answer all questions on the survey before clicking on “Submit Responses”.
4. If you are having difficulties accessing the survey, please contact the Child Welfare Policy and Regulations Unit at PPPDUnit@dhs.ga.gov.

Each policy draft is organized as follows:

- **Codes/References:** applicable federal and/or state laws.
- **Requirements:** directives set forth based on the regulations, law or practice. Federally mandated title IV-E requirements are identified in italics and are stated exactly or as close as possible to the language in the legislation to ensure the intent of the law is appropriately conveyed.
- **Procedures:** a series of steps to accomplish the directives set forth in the requirements.
- **Practice Guidance:** guidance on how to effectively integrate best practice to achieve positive family and child outcomes, including useful information, definitions, and clarifications.
- **Forms and Tools:** applicable resources to aid in the completion of the procedures.