

EFFECTIVE

October 1, 2008.

SUBJECTS

1. New Native American Affairs manual group.
2. Native American Affairs (NAA) manual items.
3. Indian Outreach Services (IOS) manual items.
4. Tribal Agreements (TAG) manual items.
5. Native American Glossary (NAG).
6. Central office contact.

**1) NEW NATIVE
AMERICAN
AFFAIRS MANUAL
GROUP**

Recent policy changes in children's services manuals are incorporated into the native american affairs manual group.

Obsolete Items

This manual group replaces the following items located in the Child & Family Services, Children's Foster Care manual:

- CFF 741, Indian Child Welfare.
- CFF 742, Indian Child Welfare.
- CFF 743, Indian Outreach Services (IOS).
- CFF 744, Indian Child Welfare - Tribes.

Historical Policy

The obsolete items listed above will be available historically but will no longer show in the list of items under Children's Foster Care (CFF) in the current version of the DHS manuals Open/Jump/Search (OJS) panel. To view the items historically, change the "Effective Date" in the OJS to a date on or before October 1, 2008. Click on the + next to Child & Family Services and select CFF. Items 741-744 will display in the list of items.

**Manuals in the
Group**

The following manuals are available in the new Native American Affairs manual group:

- Indian Outreach Services (IOS).
- Native American Affairs (NAA).
- Native American Bulletin (NAB).

**Location of New
Manuals**

- Native American Glossary (NAG).
- Native American Index (NAX).
- Tribal Agreements (TAG).

The Native American Affairs manuals will display alphabetically at the Group level in the Open/Jump/Search panel when the Department of Human Services (DHS) Online Manuals (OLM) open. The various manuals listed will display with their three-character code at the manual level when you click on the + next to the Native American Affairs manual group.

Desk Aid

Refer to the "List of Manuals" desk aid which lists all manuals currently in production and provides a description of each three-character code listed in the OJS.

**DHS Public
Manuals**

The Native American Affairs manuals will also be available on the DHS public Web site effective September 1, 2008 in PDF format. Users will need Adobe Acrobat Reader 6.0 or higher to view the manuals. To access the public manuals go to www.michigan.gov/dhs-manuals.

**2) NATIVE
AMERICAN
AFFAIRS MANUAL
ITEMS**

The following items are available in the NAA manual:

- NAA 100, General Program Overview.
- NAA 105, Legal Basis.
- NAA 200, Identification of an Indian Child.
- NAA 205, Indian Child Welfare Case Management.
- NAA 210, Notification of Court Proceeding.
- NAA 215, Placement Priorities for Indian Child(ren).
- NAA 220, Placement/Replacement of Indian Child(ren).
- NAA 225, Case Record.
- NAA 230, Voluntary Foster Care Placement.
- NAA 233, Children's Protective Services Investigations.
- NAA 235, Emergency Placement.

- NAA 240, Non-Emergency Placement.
- NAA 245, Permanency Planning.
- NAA 250, Compelling Reasons.
- NAA 255, Termination of Parental Rights.
- NAA 300, Legal Status and Funding Requirements.
- NAA 305, Foster Home Licensing Requirements.
- NAA 310, Tribal Court Orders.
- NAA 400, Indian Child Adoptions.
- NAA 405, Confidentiality - Release of Indian Child Adoption Records.
- NAA 410, Restoration of Custody to Parent.
- NAA 415, Independent Living Services for Indian Child(ren).
- NAA 420, Aftercare for Indian Child(ren).
- NAA 500, Juvenile Justice for Indian Child(ren).
- NAA 610, Federally Recognized Tribes Located in Michigan.

3) INDIAN OUTREACH SERVICES MANUAL ITEMS

The following items are available in the IOS manual:

- IOS 100, Indian Outreach Services - History.
- IOS 110, Indian Outreach Worker.
- IOS 115, Office of Native American Affairs.
- IOS 200, Indian Outreach Services.
- IOS 205, Indian Outreach Services Program Description.
- IOS 210, Indian Outreach Services Philosophy.
- IOS 215, Target Population.
- IOS 220, Service Activities.
- IOS 300, Program Requirements.
- IOS 305, Local Office Annual Business Plan.
- IOS 310, Training Requirements.
- IOS 315, Supervision and Evaluation.
- IOS 320, Indian Outreach Worker (IOW) Responsibilities.
- IOS 325, Initial/Updated Service Plan (ISP/USP), Annual Redetermination.
- IOS 330, Case Closure.
- IOS 335, Services Provided/Case Not Opened.
- IOS 340, Case Packeting.
- IOS 365, System Registration, Denial/Withdrawal, Activation, Closure, Ongoing Maintenance.

**4) TRIBAL
AGREEMENTS
MANUAL ITEMS**

After hours agreements, contracts and title IV-E agreements between the Department of Human Services and Indian communities or tribes are available in this manual.

**5) NATIVE
AMERICAN
GLOSSARY**

A glossary of terms and definitions pertaining to Native American affairs and Indian outreach services is available.

**6) CENTRAL
OFFICE CONTACT**

For further assistance or policy clarification please contact:

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**MANUAL
MAINTENANCE
INSTRUCTIONS**

Added Items ...

**IOS 100
IOS 110
IOS 115
IOS 200
IOS 205
IOS 210
IOS 215
IOS 220
IOS 300
IOS 305
IOS 310
IOS 315
IOS 320
IOS 325
IOS 330
IOS 335
IOS 340
IOS 365
NAA 100
NAA 105
NAA 200
NAA 205
NAA 210
NAA 215
NAA 220
NAA 225
NAA 230
NAA 233
NAA 235
NAA 240
NAA 245
NAA 250
NAA 255
NAA 300
NAA 305
NAA 310
NAA 400
NAA 405
NAA 410**

**NAA 415
NAA 420
NAA 500
NAA 610
NAG GLOSSARY
TAM 110
TAM 115
TAM 120
TAM 125
TAM 130
TAM 210
TAM 215
TAM 220
TAM 225
TAM 230
TAM 235**