



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**MANDY COHEN, MD, MPH** • Secretary

**JOYCE MASSEY-SMITH, MPA** •  
Director, Division of Aging and Adult Services

February 28, 2020

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES**

**ATTENTION: ADULT SERVICES PROGRAM MANAGERS, SUPERVISORS AND  
DSS FISCAL OFFICERS**

**SUBJECT: ADULT PROTECTIVE SERVICES FUNDING**

**REQUIRED ACTION:**  Information Only  Time Sensitive  Immediate

The General Assembly of North Carolina Session Law 2019-192, Section 1.1.(t) designated \$893,041 of the allocation in the Social Services Block Grant to the Division of Aging and Adult Services for the provision of Adult Protective Services. These funds have been allocated to 59 counties based on a formula that considered the percent of growth in Adult Protective Services reports (both screened out and screened in), and the Quartile Poverty Level rank of each county as factors in determining the distribution of the funds. (See DCDL DAAS\_AS\_02\_2020.)

Session Law 2019-192, Section 1.1.(t) specifies that these funds "...shall be used to increase the number of Adult Protective Services workers where these funds can be the most effective...", "... shall be used to pay for salaries and related expenses and shall not be used to supplant any other source of funding for staff." The law also provides that "... These funds are also exempt from 10A NCAC 71R .0201(3) requiring a local match of twenty-five percent (25%)."

To this end, a new Services Information System (SIS) Program Code, **PSX - Adult Protective Services – 100% Fed (SSBG)**, will be established for use by workers coding time on the DSS-4263 – Worker Daily Report of Services to Adult Protective Services. Program Code PSX will be valid for use with SIS Service Codes:

- 200 – Protective Services for Adults - Intake
- 202 – Protective Services for Adults - Evaluation
- 204 – Protective Services for Adults - Mobilizing Services

Current and new workers may code these activities to Program Code PSX, however counties are cautioned to keep in mind the purpose of the funding is to increase the number of APS workers where these funds can be the most effective. Counties receiving allocations sufficient to create additional full-time or part-time positions are advised to do so. Counties receiving smaller allocations will want to consider strategies to increase the number of workers coding time to APS activities, including Intake of APS Referrals, or increasing the overall amount of time coded to APS activities on day sheets. Workers should be assigned or encouraged to use Program Code PSX as appropriate to insure utilization of the funding. However, to comply with the provisions of Session Law 2019-192, Section 1.1.(t), counties will need to maintain current

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF AGING AND ADULT SERVICES**

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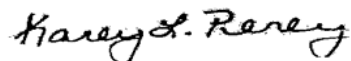
levels of county expenditures on APS. At the end of the fiscal year, counties should be able to demonstrate an increase in FTE positions and equivalent county spending for APS relative to that of previous State Fiscal Years. Counties are encouraged to seek guidance from their Adult Services Program Representative regarding use and maximization of the new funding.

A Services Information System (SIS) Change Notice regarding this new Program Code and instructions for use will be issued by the Performance Management Section of the Division of Social Services.

Instructions to DSS Fiscal Officers regarding coding for the DSS-1571 process will be issued by the DHHS Office of the Controller.

If you have questions or need additional information, please contact Sarah M. Smith at [sarah.smith@dhhs.nc.gov](mailto:sarah.smith@dhhs.nc.gov) or the Adult Services listserv at [dssasup@listserv.unc.edu](mailto:dssasup@listserv.unc.edu).

Sincerely,

A handwritten signature in black ink that reads "Karey Perez". The signature is written in a cursive style with a large, stylized initial 'K'.

Karey Perez  
Adult Services Section Chief

KP/jnb/cw

DAAS\_AS\_03\_2020

Attachment: n/a