



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Social Services

ROY COOPER • Governor
MANDY COHEN, MD, MPH • Secretary
WAYNE E. BLACK • Director

August 22, 2018

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES
ATTENTION: Child Support Managers and Supervisors

SUBJECT: Increase to annual fee for applicants

Due to changes in federal and state law, the annual fee charged to custodial parents in the child support program will increase from \$25 to \$35. The change will be effective October 1, 2018 and will apply to cases in which the child(ren) have never received public assistance. The annual fee will be charged each year after \$550 has disbursed to the custodial parent. A letter explaining the change will be mailed to all affected custodial parents on September 10, 2018.

Due to the change, the following XPTR reports will be updated to reflect the \$35 fee:

- Fees Assessed Quarterly- FKAAC331
- Fees Assessed Monthly- FKAAC330
- Fees Assessed Weekly- FKAAC330
- Fees Assessed YTD- FKAAC331
- Sum Fee Assess/Rec Annul- FKAAC333
- Sum Fee Assess/Rec QTRLY- FKAAC332
- OCSE34A
- Funds and Objects report
- ACTS Transmittal report

Policy related to the annual fee can be found in Chapter B, Topic 06, Section A of the CSS Policy and Procedures Manual.

If you have any questions, please contact the Functional Team or Policy and Training Unit at (919) 855-4755, or your Regional Program Representative.

Sincerely,

Carla D. West, Section Chief
Child Support Services

Cc: Regional Program Representatives
Css_18_49

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES

MAILING ADDRESS: P.O. Box 20800, Raleigh, NC 27619
www.ncdhhs.gov • TEL: 919-855-4755 • FAX: 919-715-8174

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER