



North Carolina Department of Health and Human Services
Division of Social Services
2408 Mail Service Center • Raleigh, North Carolina 27699-2408
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Michael F. Easley, Governor
Dempsey Benton, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

October 15, 2008

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: WORK FIRST PROGRAM ADMINISTRATORS AND SUPERVISORS

SUBJECT: RESULTS OF THE LOCAL COUNTY REVIEWS CONDUCTED BY THE OFFICE OF THE STATE AUDITOR

This letter is to inform you of the special reviews that have been conducted in some counties by the North Carolina Office of the State Auditor (OSA). In the State Fiscal year ending 2008, special reviews were conducted by the OSA in five (5) counties on 125 cases. These local county special reviews are expected to continue indefinitely and although, the number of local counties to be reviewed is expected to remain at five (5), the number of cases to be reviewed is anticipated to increase. More specifically, the auditors from OSA are performing reviews at the local county departments of social services focusing on compliance with the TANF program eligibility criteria.

Based on the five (5) counties that were a part of the eligibility reviews for the SFY ending 2008, the trends of the findings are listed below:

1. Many cases did not contain an application or budget form in the record for eligibility determination and application processing.
2. Kinship verification and household composition documentation was not located in the some of sample cases. In other cases, this information was inadequate or incomplete.
3. Citizenship documentation was missing from one case record.
4. Verification of residency information was not found in a case file.
5. There was not documented verification of countable assets (resource test) in one client record.
6. One case was ineligible for failure to require the Work First recipient to register with First Stop at eligibility review.
7. One of the cases selected for the review could not be located.

The Division encourages each county to continue to partner closely with the Work First Representative in reviewing Work First policy on proper documentation for eligibility determination. If your county experienced findings in this review, your Work First Representative and Local Business Liaison will work with you develop a corrective action plan and evaluate the findings for questioned costs. If you have any questions regarding this letter or the review process, please contact Carla McNeill, Program Compliance Monitoring Manager, at (919) 334-1105 or by email at Carla.McNeill@ncmail.net.

Sincerely,



Dean Simpson, Chief
Economic Services Section

cc: Sherry Bradsher
Jo Ann Lamm
Sarah Barham
Hank Bowers
Children's Program Representatives
Family Support and Child Welfare Services Team Leaders
Local Business Liaisons
Work First Representatives

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