



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

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

MICHAEL BECKETTS • Assistant Secretary for Human Services

December 17, 2018

Dear County Directors of Social Services

Attention: Food and Nutrition Services Administrators, Managers and Supervisors

Subject: Food and Nutrition Services Recertifications for Disaster Counties

Priority: Action Required

During the aftermath of Hurricane Florence, the Department of Health and Human Services (DHHS) explored many options within program areas that provided support and assistance to families impacted by Florence. One of those options included the waiver of the Child Care Parent Fee in **Anson, Beaufort, Bladen, Brunswick, Carteret, Chatham, Columbus, Craven, Cumberland, Duplin, Durham, Greene, Guilford, Harnett, Hoke, Hyde, Johnston, Jones, Lee, Lenoir, Moore, New Hanover, Onslow, Orange, Pamlico, Pender, Pitt, Richmond, Robeson, Sampson, Scotland, Union, Wayne, and Wilson Counties**. The Parent Fee was waived for five months for these families beginning September 2018 through January 2019. The waiver of this fee allowed families to focus on recovery without the threat of losing child care services. While this waiver was beneficial, it resulted active FNS households who are due for recertification for November and December 2018 as well as January 2019. These households may see a negative impact to their FNS allotment amount since they are not responsible for the fee. The total number of cases potentially impacted is 1,325.

FNS policy allows the household to receive a child care deduction if they incur this cost when calculating the allotment amount. Since the fee waiver ends in January 2019, Dependent Care Expense evidence in NC FAST must reflect the evidence start date of February 2019 and the Child Care Parent Fee amount to allow the family to receive this deduction, if they are still responsible for the deduction. For any recertifications processed for November and December 2018 and the Dependent Care Expense evidence was not added; the county is responsible to complete the following:

- Review cases identified on the spreadsheet in Fast Help for your county
- Report name in Fast Help is *181214 FNS Cert. End CC Parent Fee Report*
- Add the Dependent Care Expense evidence as appropriate
- Add Start Date Evidence for February 2019 for the Dependent Care Expense

Any pending recertifications not processed for November and December 2018 and recertifications for January 2019 should reflect the Dependent Care Expense evidence being added with an effective date of February 2019.

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

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

If recertifications are pending, the county is responsible to complete the following:

- Assess each case to determine if removing the Parent Fee deduction will negatively impact the FNS benefits.
- If removing the fee reduces the FNS allotment, the household must be given the option to assume responsibility of the Parent Fee and be given the deduction. It is imperative that the household be given the opportunity to assume responsibility for the parent fee and their FNS case processed to maximize their allotment to the benefit of the family within policy guidelines.
- If the household opts to assume responsibility of the parent fee, the worker must remove the parental fee waiver record and select the re-evaluate service plan option. These steps should be done before the end the of the month of the new certification.
- Document the household's decision in NC FAST case notes. If the household fails to respond, process without the Parent Fee after expiration of the DSS-8650.

The Department will conduct a data match for each month to determine if the Parent Fee evidence has been updated for these households. We will continue to follow up with counties to ensure families receive the benefits they are eligible to receive.

Submit any questions regarding this information to the Operational Support Team (OST) at DSS.Policy.Questions@dhhs.nc.gov.

Sincerely,

A handwritten signature in blue ink that reads "David Locklear". The signature is cursive and somewhat stylized.

David Locklear, Deputy Director

DL/bm

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