



North Carolina Department of Health and Human Services
Division of Social Services

325 North Salisbury Street
2420 Mail Service Center • Raleigh, North Carolina 27699-2420
Courier # 56-20-25

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

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

October 27, 2009

Dear County Director of Social Services:

Attention: Program Integrity Managers, Supervisors, and Staff
Food and Nutrition Services Managers and Supervisors

Subject: TOP Review Requests

The United States Department of Treasury (TOP) and the United States Department of Agriculture (USDA) have requested information regarding debtors who requested a TOP review in accordance with FNS certification manual section 845.04. Please provide a list of debtors who requested a TOP review from January 2009 until present that includes the EPICS referral number, date of review request, and date a decision notice was mailed to the debtor. Please forward this information to Shelia Dorsett at Shelia.Dorsett@dhhs.nc.gov no later than November 10, 2009. Do not include any identifying information other than the EPICS referral number. Respond to this request if you received no request for TOP reviews during 2009.

Please contact Shelia Dorsett at 919-334-1146 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dean Simpson".

Dean Simpson, Chief
Economic and Family Services Section

DS/sd

EFS-FNSEP-32-2009