



## 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

December 17, 2010

### **Re: Program Integrity Claims Without Debtors in EPICS**

**Dear County Director of Social Services:**

**Attention: Food and Nutrition Services Managers & Supervisors  
Work First Family Assistance Program Managers & Supervisors  
Program Integrity Managers & Supervisors**

As a result of Food and Nutrition Services and Work First Family Assistance Program Integrity Reviews conducted earlier this year, Client Services Data Warehouse has published a new State Sanctioned report that identifies established claims without debtors entered on the debtor detail screen. The name of this report is Claims Without Debtors. The CSDW website is <http://www.csdw.dhhs.state.nc.us/>.

The report looks at claims that are entered in the Enterprise Program Integrity Control System (EPICS) and list the claim(s) that do not have a debtor attached. The first step to collecting a claim is to add the debtor(s) to claims. When a debtor is added, the Letter of Overissuance is generated and mailed. Collections from recoupments, TOP, DOR, and NCEL are all generated from Debtor Detail in EPICS.

Counties must access CSDW and retrieve this report for their county. Some counties will not have a claim listed. Enter debtor(s) for all claims identified as without a debtor by Monday, January 3, 2011. Follow policy in section 815.08 in selecting and entering debtors. This report will be reviewed at Program Integrity Reviews in 2011 and ongoing.

If you have any questions contact your Food and Nutrition Services and Energy Programs Regional Support Team directly via email. If the FNS Regional Support Team is unavailable, the Economic and Family Services Help Desk can be contacted at 919-334-1100 or by email at [DSS.EFSHD@dhhs.nc.gov](mailto:DSS.EFSHD@dhhs.nc.gov).

Sincerely,

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

Dean Simpson, Chief  
Economic and Family Services

**EFS-FNSEP-49-2010**