



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

2420 Mail Service Center • Raleigh, North Carolina 27699-2420

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

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

May 19, 2010

Dear County Directors of Social Services

Attention: Work First Program Administrators, Managers, and Supervisors

Subject: Translation of Work First Forms

The Division is continuing in its efforts to provide language translations of program forms. Attached is a list of the most recent translations of Work First Program forms that are now available in Spanish. These forms may be accessed via the DHHS website at [NC DHHS Online Publications - Forms](#).

Forms that were previously translated are being reviewed for consistency and accuracy with the English versions. If inconsistencies are found, the form(s) will be revised and re-posted to the Division's website. In addition to Spanish translation, forms will be translated into French, Vietnamese, German, Korean and Arabic. Counties will be notified when translations are available on the DHHS website.

If there are questions, please contact Sharon D. Moore, Work First Policy Consultant, at 919-334-1107 or sharon.d.moore@dhhs.nc.gov.

Sincerely,

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

Dean Simpson, Chief
Economic and Family Services Section

DS/sm
EFS-WF-16-2010
Attachment

cc: Sherry Bradsher
Jack Rogers
Sarah Barham
Hank Bowers
Charisse Johnson
Work First Local Support
Local Business Liaisons

**Work First Forms – Spanish Translations
May 2010**

FORM NUMBER	FORM NAME	REVISION DATE
DSS-1662	Verification of Change in Situation	09/09
DSS- 5266	24 Month Beginning Notice	
DSS-5276	NC Residency Applicant Statement	10/09
DSS-5292	Work First Participation Summary	
DSS-5293	Notice of Hardship Exemption Hearing	09/09
DSS-5298	North Carolina's Family Assessment of Strengths and Needs	10/09
DSS-5301	Extension Hearing Request	09/09
DSS-6960	Job Search Report	09/09
DSS-6963A	Mutual Responsibility Agreement- Core Requirements	10/09
DSS-6963B	Mutual Responsibility Agreement- Plan of Action	10/09
DSS-6966	Notification of Family Violence Option	10/09
DSS-8104	Second Notice of Right to Claim Good Cause	09/09
DSS-8108	Notice of Benefits	09/09
DSS-8110	Your Benefits Are Changing	09/09
DSS-8113	Wage Verification Form	09/09
DSS-8137	Notice of Incomplete Work first Family Assistance Report	09/09
DSS-8146A	Notice of Information Needed to Determine Your eligibility for Work First Family Assistance	09/09
DSS-8169	Work First Emergency Assistance Application	09/09
DSS-8173	Release for Enumeration	10/09
DSS-8221	What Happens if a Participant Cannot Obtain Needed Child Care	09/09
DSS-8225	Eligibility Work Sheet	09/09
DSS-8228	WFFA Application and Review Documentation Workbook	09/09
DSS-8234	North Carolina Education Lottery Intercept	09/09
DSS-8655	Report of Medical Examination	09/09
DSS-8657	Benefit Diversion Agreement	09/09