



Richard O. Brajer  
*Secretary*

**To: County Directors of Social Services**

**Attention: Economic Services Administrators, Managers, and Supervisors**

**Subject: FNS Training Courses Posted to NC FAST Learning Gateway**

**Date: October 10, 2016**

The Operational Support Team has developed and posted the following Food and Nutrition Services (FNS) courses:

- **FNS 110 Purpose and Authority** - This course defines the purpose of and the Authorization of the FNS program.
- **FNS 120 & 125 Non-Discrimination and Complaint Procedures** - This course explains the Non-Discrimination compliance procedures required by county Department of Social Services and how to handle different types of complaints based on Fair Hearing, Discrimination, State Complaint procedures.
- **FNS 345 Changes Prior to Disposition of Applications** – This course defines the actions required by a caseworker when a change occurs after the interview but prior to the disposition of a FNS application.

The webinars have been recorded and made available for county staff to review via the NC FAST Learning Gateway. OST training courses can be accessed via the OST Training Folder link located on the NC FAST Learning Gateway home page.

If there are any questions, please submit questions to [ost.policy.questions@dhhs.nc.gov](mailto:ost.policy.questions@dhhs.nc.gov)

Sincerely

A handwritten signature in black ink, appearing to read 'Regina W. Bell'.

Regina W. Bell  
OST Manager

A handwritten signature in black ink, appearing to read 'Barbara M. Daniels'.

Barbara M. Daniels  
OST Manager

**OST-35-2016**

