Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS

Wayne E. Black
Division Director

October 30, 2014

RE: FSIS Lite Bi-Annual Security Reviews

County Directors of Social Services

ATTN: County Security Officers

Due to the decommission of the Food Stamp Information System (FSIS) in May 2013, the Historical Data Inquiry System (referred to as "FSIS Lite") was created to view historical data and conduct investigations utilizing inquiry only access. The system also archives historical data collected in FSIS.

A new security report has been created for FSIS Lite. Counties must review this report twice per year to ensure appropriate User access is maintained. These reviews must be documented on Appendix 13 available in the DSS Security Manual. The completed Appendix 13 should be maintained in the county DSS records. The Food Stamp Information System (FSIS) Security Report has been removed from the list of required reports to be reviewed. The following is a complete list of semi-annual security reviews that must be performed and documented on Appendix 13:

SYSTEM	REPORT NAME
County Administration Reimbursement System (CARS)	NCXPTR: DHRWRA CARS USERS REPORT
Crisis Intervention Program (CIP) and Low Income Energy Assistance Program (LIEAP)	In the Energy Programs System (CIP), under the Reports Section, click on the County Staff Listing and select your county.
Central Registry	NCXPTR: DHRCYA CYA SECURITY REPORT

Performance Management/Reporting & Evaluation Management Section
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SYSTEM	REPORT NAME
Client Services Data Warehouse (CSDW)	In the CSDW, under the DHHS Main Document/Security folder: a) SECURITY – LIST OF DSS COUNTY b) SECURITY – LIST OF CHILD CARE COUNTY USERS c) SECURITY – LIST OF NCPC AND SMART START LOCAL PARTNERSHIP
Eligibility Information System (EIS)	NCXPTR: DHREJA SECURITY REPORT BY COUNTY
Enterprise Program Integrity Control System (EPICS)	NCXPTR: DHRFRD FRD440-1 ACTIVE USERS
Employment Programs Information System (EPIS)	NCXPTR: DHRWFJ SECURITY - ACTIVE IDS
Foster Care and Adoptions	NCXPTR: DHRPQA SECURITY TABLE REPORT
Foster Care Facility Licensing System (FCFLS)	NCXPTR: DHRFCF FCF FCF900-1 SECURITY REP
Food Stamp Information System (FSIS) Lite	NCXPTR: DHRSLA FSIS LITE CO SECURITY RPT
Low Income Energy Assistance Program (LIEAP) - This is the old legacy LIEAP system.	NCXPTR: DHREPA LIEAP SECURITY REPORT
SCCRS – Subsidized Child Care (GH02)	NCXPTR: DHRGHB SCC STAFF SECURITY LIST
Services Information System (SIS)	NCXPTR: DHRSYA SYA SECURITY REPORT
SSRS – Smart Start (GH02) **For Smart Start Users Only**	NCXPTR: DHRGHB SCC STAFF SECURITY LIST
SEEK **For SEEK Users Only**	SEEK: Reports >> Report Inquiry >> SECURITY REPORTS
TANF Data Collection System (TDC)	In the CSDW, under the DHHS Main Document/DSS/TANF Data Collection/State Sanctioned/TDC SECURITY REPORT FOR ACTIVE USERS

With additional programs moving into NC FAST, we anticipate many of these reviews will become obsolete. We will notify you if this occurs and when reviews will no longer be required.

If you have questions regarding Security Reviews, please contact the DHHS Customer Service Center at 919-855-3200, option 2.

Sincerely,

Hank Bowers, Chief
Performance Management/Reporting and Evaluation
Management Section

HB:rr

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