

Social Services Monthly Updates

MARCH 2016

Upcoming Events

Welcome to the March 2016 edition of the "Social Services Monthly Updates" newsletter. Please note that our next DSS Director / Fiscal Officer Webinar will be held on Tuesday, April 12, 2016. This will allow DSS Directors to participate in the upcoming **NCACCDSS Strategic and Annual Planning meeting scheduled for April 5, 2016** in Charlotte, NC.

The recording of DSS Director/Fiscal Officer webinar meetings along with NC FAST presentations and other power-point presentations are available at:

<https://www2.ncdhhs.gov/dss/county/dssdirectormeetings.htm>

Thank you for all the good work you do!

Wayne E. Black, Director, N.C. Division of Social Services

Food & Nutrition Services: USDA SNAP to Skills (S2S) Project

- FNS has selected 10 states (including North Carolina) to receive technical assistance to strengthen their SNAP Employment & Training (E&T) programs as part of SNAP to Skills (S2S) project. This new initiative is designed to bring new tools, resources, and capacity to states to build better, stronger, E&T programs that help SNAP recipients gain skills and find employment.
- USDA SNAP selected the **Seattle Jobs Initiative (SJI)** to serve as the subject matter expert providing technical support for the S2S Project. The Seattle Jobs Initiative has a long-standing history as a national leader in providing employment & training services via Washington State's Basic Food Employment and Training (BFET).
- S2S will work with states to identify areas for growth in their E&T programs, including the opportunity to expand their program with federal support, which will match non-federal funding on a 50-50 basis.
- USDA's SNAP E&T Site visit to NC was held on March 8-10, 2016 and included a site visit to Orange County DSS's FNS E&T program along with presentations from Buncombe and Mecklenburg Counties.

Counties interested in more information about implementing an FNE E&T program should contact Renee Smith, FNS Employment and Training Coordinator via email: Renee.Smith@dhhs.nc.gov

April 6-8, 2016

N.C. Employment & Training Association Spring 2016 Conference: Faming the Future: WIOA & Career Pathways (Greensboro NC). Please see web site www.nceta.org to register.



NCETA Brochure Conference .pdf

April 12, 2016

DSS Director / Fiscal Officer Webinar will be held on Tuesday, April 12, 2016 @ 9am -11:15am.

April 12, 2016

DSS Webinar presentation on the new USDA Civil Rights Posters, New Notice of Rights Posters, and New Voting Posters from 2:30pm to 4:00pm.

April 14, 2016

CSS County Incentive Annual Plan & Report Informational Webinar from 10am -12 Noon

April 20th-21st, 2016

Fiscal Officer's Training at the (West) Haywood County DSS, Clyde, NC

Special Note: Please see on page 5, the Government Records Section of the State Archives of North Carolina's Spring 2016 **MANAGING PUBLIC RECORDS FOR LOCAL GOVERNMENT** workshop schedule.

Administrative/Dear County Letters

Please review the following website for Dear County Letters Issued in 2016.

[NC DSS 2016 Dear County Letters](#)

[NC DMA 2016 Dear County Letters](#)

[NC DHHS Controllers Dear County Letters](#)

[NC DCDEE Administrative Letters](#)

Monthly Foster Care Caseworker Visits

Section 424(f) of the Social Security Act established standards for monthly caseworker visits with children in foster care. Beginning in FFY14-15 the requirement for monthly visits increased from 90% to **95%**. North Carolina's performance was reported at 91% (note: 4% below the requirement).

The new FFP rate for Title IV-B1 funds for North Carolina for FFY15-16 will decreased by 1% (from 75% to 74%). Thus, a larger match (26% as compared to 25%) will be required to draw down the eligible federal funds. It is critical that caseworker visits are made and documented. This will be discussed during the April 12, 2016 DSS Director Webinar.

Child Care Subsidies

Initial Child Care Subsidy fund reversions and reallocations completed. A second Child Care Subsidy fund reversion and reallocation process was conducted in March, 2016. A third reversion and reallocation process will be conducted in April 2016.

Budgeting Child Care Payments to Providers

- Given current NC FAST project status and staffing availability, it is likely that the implementation of the Child Care component may be delayed, resulting in a later go-live date than originally planned. Preparation efforts for the Provider Portal are still targeting a May 2016 release.
- Counties / LPAs have been encouraged to prepare budgets that would allow them to pay Child Care providers through 2016 beyond the initially planned conversion period. Counties should budget to be able to make payments to providers through the First Quarter, 2017 and are encouraged to budget for the entire SFY16-17. A revised Budget Estimate narrative regarding Child Care Subsidy Services has been posted.

Non-Emergency Medicaid Transportation

NC FAST is working to update the Medical Transportation Job Aid and to develop training. DMA will notify counties as soon as more information is available.

Fiscal Reminders

Local Business Liaisons (LBLs)

- Continue to review XS411 and all spending patterns including TANF/MOE; change coding as necessary to maximize allocations.
- Reminder: The certification letter regarding Indirect Cost Plan for current fiscal year is due to the Controller's office no later than April 15, 2016.

DSS Fiscal Monitors

- When entering the functions and columns for the IV-E Penetration Rate, counties should make sure they are entering the correct functions and columns for both the IV-E and non-IV-E time.
- When moving time from SSBG Federal to SSBG State funds, please make sure the correct correlating function and column is used. For example, if you are moving time from SSBG Federal – Guardianship, be sure to choose the code for SSBG State – Guardianship.
- Please remember that if supervisory, support, or administrative staff perform direct services for clients during a month, their supervisory, support or administrative time cannot be reported as 100. Must calculate the total minutes for the month and report the worker's time based on the number of minutes spent in each activity.

NC-CoReLS (NC County Reimbursement Ledger Suite)

- **Scope:** Legacy system replacement of Time & Effort Calculation (TEC) and Quarterly Information Consolidation System (QUIC). DHHS IT will support the existing Legacy system until NC-CoReLS is successfully implemented and then retire the Legacy System. NC-CoReLS will duplicate functionality of the existing Legacy system. Convert live data for the current State Fiscal Year and two prior SFY from the existing legacy system into NC-CoReLS. Prior year's data will be converted and archived offline. This data will be available for reporting or review on request and must be done by DHHS IT staff.
- **Benefits:** Centralized Processing and Centralized Data storage with enhanced Data Security. Business Support (Jane Long) and Technical Supports (Lewis Goolsby) available. NC-CoReLS Project Manager (Viswanathan Krishan). No proprietary software to install on county PCs. Need only current Web Browser and Internet connection to access NC-CoReLS.
- **Process Updates:** Project Technical Team will consider using a combination of Waterfall and Agile development methodology (Hybrid). Increase County Involvement: Current Web Pilot Counties involved in ongoing testing – this will be expanded to include additional counties. Increased interactions / collaborations Project. Tech, & Business Teams.
- High Level: **22 Month Project Schedule:**
Functional/Screen Design (Mar 16 – May 16); Detailed Design & Data Collection (Apr 16 – Aug 16); Development (Apr 16 – Jul 17); Test Planning & Test Execution (Apr 16 – Aug 17); UAT & Training (Aug 17 – Oct 17); Live Data Collection / Go Live Prep (Oct 17 – Dec 17); Retire Legacy System (Dec 17 – Jan 18); Ongoing Legacy Support (Mar 16 – Dec 17) and Post CoReLS Support (Nov 17 – Ongoing).

Day Sheet Interface Pilot Plan

SERVICES INFORMATION SYSTEM (SIS) USERS MANUAL – UPDATE: CHANGE NO. 01-16- Effective March 1, 2016

In preparation for the potential statewide implementation of the NC FAST- CSDW-Day Sheet Interface (previously referred to as “Plan A”), a Pilot of the Interface will be conducted between March 1, 2016 and June 30, 2016 in **Guilford, Lenoir, Martin, Orange and Wake** counties. Workers in these counties are actively engaged in using NC FAST to process applications, recertifications and other case management related activities, and will code their time on the DSS-4263 using Service Codes 891, 892 and 890 with a new Program Code “NCF”.

To this end, the Services Information System User’s Manual has been revised to incorporate the following changes:

Program Code NCF – NC FAST Activity is being added to the following Service Codes:

890 – NC FAST - Case Management - Use on the DSS-4263 (no Client ID required)

891 – NC FAST – Applications - Use on the DSS-4263 (no Client ID required)

892 – NC FAST – Recertifications -Use on the DSS-4263 (no Client ID required)

Note: **At this time, Program Code NCF is valid for use only in the following counties: Guilford (041), Lenoir (054), Martin (058), Orange (068), and Wake (092).** The results of the Pilot effort will be evaluated and a decision made regarding expanding the use of the NC FAST-CSDW-Day Sheet interface to additional counties or statewide.

Other Changes: **There is an additional important change for counties NOT participating in the NC FAST-CSDW-Day Sheet Interface pilot.** Previous instructions to counties in [CN-SIS-02-13](#) specified that Program Code R - TANF 100% federally funded, although valid for Program Codes 890, 891 and 892, should not be used on the DSS-4263 with these codes. **That policy is now changing for coding under “Plan B”.** **As of March 1, 2016, counties should use Program Code R - TANF 100% Federally Funded with Service Codes 890, 891 and 892, but ONLY when performing activities in NC FAST pertaining to Work First Employment Services.** Counties should continue to code activities related to Work First Cash

Assistance and Work First Emergency Assistance to Program Code 9 – Work First Block Grant (MOE). County Finance Officers preparing the DSS-1571 will have the option of moving costs from one fund source to the other for these codes. Instructions will be issued by the DHHS Controller’s Office.

Medicaid Reform Public Hearings

On March 1, 2016, DHHS unveiled a multi-year draft plan for reforming the Medicaid program in North Carolina. The plan seeks to achieve the quadruple aims of: (1) Better Patient Care; (2) Better Community Health; (3) Improved doctor-patient engagement; and (4) Cost containment. 12 Public Hearing are scheduled around the State beginning March 30th and end April 18, 2016. A link for schedule of the Medicaid Reform Public Hearings:

<http://www.ncdhhs.gov/nc-medicaid-reform/public-hearings>

Contracts: Iran Divestment Act

During the 2015 legislative session, the North Carolina General Assembly enacted the Iran Divestment Act (S.L. 2015-118; SB455)₂ (“the Act”) which prohibits state agencies and local governments from entering into contracts with an entity that has been identified by the North Carolina State Treasurer as being engaged in certain investment activities in the Iranian energy sector. Please use the following link for additional guidance.

<https://www2.ncdhhs.gov/dss/contracts/County%20Contract%20Forms.htm>

Economic Services Managers and Supervisors Cluster Meetings

The Operational Support Team (OST) has scheduled ten (N=10) Manager / Supervisor cluster meetings across the state during the week of April 11-15, 2016. There is no cost to attend and pre-registration is not required. Registration will begin at 9:30 a.m. and the meetings will be conducted from 10:00 a.m. until 3:00 pm (lunch will not be provided). There will be a limited number of seats available, a maximum of five (5) participants per county can attend. Agenda topics include: Long Term Care and PML updates, Integrated Eligibility Manual overview and NC FAST updates provided by County Readiness and Training teams. If you have questions or need additional information, please contact Judy Lawrence at judy.lawrence@dhhs.nc.gov or Eva Fulcher at eva.fulcher@dhhs.nc.gov

MH/DD/SAS: 1115(b) Integrated (Physical & Behavioral) Care Waiver

Secretary Brajer announces new 1115(b) Integrated (Physical and Behavioral) Care Waiver

How does this impact the current 1915 (b) (c) Waiver and MH/I-DD/SUD Services? How will this impact DSS/DAAS? This Fact Sheet developed by the NC Council of Community Programs will help you understand MH/I-DD/SUD services as they relate to the new proposed Medicaid waiver.

<http://files.ctctcdn.com/d7e608cd001/0c2a38eb-2094-43f5-af83-7f8c75d8f397.pdf>

Your Input on Waiver Needed by April 18th

DAAS - IMD UPDATE

The Division of Mental Health, Developmental Disabilities and Substance Abuse Services (DMH) is beginning the review of resident records for facilities that have had an onsite visit. From these reviews there will be determinations regarding the “At Risk” status of the facility. If a facility is determined to be “At Risk” the host LME/MCO will work in conjunction with the local DSS in responding to the site. Response will depend on how the facility responds to the notification, but the goal would be to address the needs of individuals in the sites, which could include relocation.

To date 40 facilities have had their on-site visits. At this time DMH has been asked to review the following sites:

Burke Long Term Care and Concord House. More information will be forthcoming and will share the names of the facilities as they come up for clinical review. No response is required until we receive notification from DMH to move forward in conjunction with the host LME/MCO’s. Please contact Joyce Massey-Smith at Joyce.Massey-smith@dhhs.nc.gov with questions.

Training for DAAS April/May 2016

April 5, 2016

MAC Webinar Medicaid Administrative Claiming for Adults and Children - Webinar

Registration is open to any staff member within a County DSS agency. Anyone who wishes to register for the MAC Webinar may register through Citrix GoToWebinar at the following link .:

<https://attendee.gotowebinar.com/rt/168369683671013634>

April 12, 2016

Service Planning – On line

Registration is online at <http://www.ncswLearn.org>

May 10, 2016

Medicaid Administrative Claiming for Adults and Children (Classroom Training)

The Library in Transylvania County / The Rogow Community Room
212 South Gaston Street, Brevard, NC

Registration is online at <http://www.ncswLearn.org>

Managing Public Records for Local Government – Spring 2016 Workshop Schedule

(The Government Records Section of the State Archives of NC)

- **April 20, 2016 (1pm-4pm)** - Franklin Town Hall, 95 East Main Street, Franklin, NC 28734
- **April 27, 2016 (1pm-4pm)** and **May 25, 2016 (1pm-4pm)** NC Dept. of Cultural Resources Western Office, 176 Riceville Road, Asheville, NC.
- **May 4th, 2016 (1pm-4pm)** - High Point Museum, 1859 E. Lexington Ave. High Point, NC 27262
- **May 11, 2016 (1pm-4pm)** - Sampson Co. Health Dept. 360 County Complex Road, Suite 200, Clinton, NC
- **May 18 2016 (1pm-4pm)** - Charlotte-Mecklenburg Government Center, 600 E. Fourth Street, Room 267, Charlotte NC
(*Limited street parking. Pay parking deck available.*)
- **May 19, 2016 (1pm-4pm)** - Pitt Cooperative Extension, 403 Government Circle, Suite 2, Greenville, NC
- **May 24, 2016 (1pm-4pm)** – Durham Board of Commissioners' Chambers, 200 E Main Street/2nd Floor, Durham, NC

All workshops are free and open to local government employees and elected officials. These workshop will cover your legal responsibilities, key principles of records management, using a records retention and disposition schedule, managing electronic records, and e-mail as a public record.



Registration_Spring
2016.pdf

Please feel free to direct any questions to [Rashida Felder](#) at (919) 807-7364.