



North Carolina Department of Health and Human Services  
Office of the Controller

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Beverly Eaves Perdue, Governor  
Albert A. Delia, Acting Secretary

Laketha M. Miller, Controller

September 11, 2012

Dear County Director of Social Services:

**Subject: Fiscal Reporting Procedures regarding Health Choice At Risk Case Management Services**

Effective to begin August 2012 services reimbursed September 2012, all counties, including Native American counties, will need to use the following codes to claim reimbursement for **Health Choice At Risk Case Management Services (HLTH CHC CM)** on the DSS-1571. These expenditures are eligible to be claimed retroactively from June 2012 service month.

**Part IA: (Services - Salary and Fringe Benefits)**

Application Code 484, Function Code 16, Column 18, HLTH CHC CM 100% County funds

**Part II: (Administrative Expenditures and/or Purchased Services)** The following codes will be tracked in application code 484, the distribution share will be 00.0% Federal 00.0% State and 100.0% County

<i>Code</i>	<i>Fund</i>	<i>Description</i>
484	4	Health Choice At Risk Case Management Services (HLTH CHC CM)

**Part IV: There is no Part IV coding requirements.**




Location: 1050 Umstead Drive • Raleigh NC 27603  
An Equal Opportunity / Affirmative Action Employer

No CFDA number is required for this fund. The related cost for application code 484 will not be tracked on the XS411 report. In terms of overhead for the application code in your Maximus software, this program will **not** draw overhead from Income Maintenance Supervision & Clerical, IV-D Supervision & Clerical or Joint IM & IV-D Workers.

If you have any questions concerning these reporting procedures, please contact your appropriate Local Business Liaison or County Administration Accounting Unit at (919) 527-6133.

Sincerely,



Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel  
Jack W. Chappell  
Debbie Hawkins  
Myra K. Dixon  
Sherry S. Bradsher  
Kathy Sommese  
Local Business Liaisons  
Kelli Winters-Billman

