



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

Pat McCrory
Governor

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

November 11, 2014

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures regarding the Child Welfare State In Home Expansion Fund

Effective beginning **October 2014 services reimbursed November 2014** all regular DSS counties will need to use the following codes to claim reimbursement for **Child Welfare State In Home Expansion** on their DSS-1571 report.

Part IA: (Service- Salary and Fringe Benefits)

Application Code 117, Function Code 25, Column 09, **Child Welfare State In Home Expansion (CWS NH Exp)** 100% State funds

Part II: (Administrative Expenditures and/or Purchased Services) There is no Part II coding requirements

Part IV: (Purchased Services requiring client ID) There is no Part IV coding requirements

There is no CFDA number for this fund. **Child Welfare State In Home Expansion** is a capped allocated fund thus cost for application code 117 will be tracked on the DHHS XS411c report under the title **CWS NH Exp**.

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 any activities were previously reported to these application codes or the functions and columns please *end-date* your Maximus Ledger Suite for those old codes to avoid errors in county data transmission.

Additional information detailing the **Child Welfare State In Home Expansion Fund** can be accessed at <http://www.ncdhhs.gov/dss/dcdl/dssdirector/DIR-08-2014.pdf>. As well you may review online the Performance Management change notice instruction at [CN-SIS-05-14](#).

www.ncdhhs.gov • www.ncdhhs.gov/control
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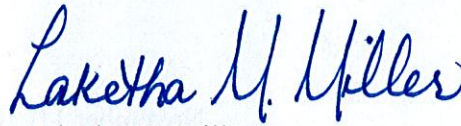
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If you have any questions concerning these reporting procedures, please contact your appropriate Local Business Liaison or County Administration Accounting Unit at (919) 527-6150.

Sincerely,



Laketha M. Miller

LMM/mkd

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Local Business Liaisons
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