



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

2019 Mail Service Center • Raleigh, North Carolina 27699-2019

Tel: (919) 855-3700 • Fax: (919) 733-2604

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

Laketha M. Miller, Controller

October 3, 2012

Dear County Director of Social Services/Child Support Enforcement Agency Directors:

Subject: DSS Fiscal Manual Updates/Changes

The DSS Fiscal Manual has been reissued with the date of September 30, 2012. The reissued DSS Fiscal Manual replaces all past issuances of the DSS Fiscal Manual. The DSS Fiscal Manual is available to local DSS personnel via the DHHS Office of the Controller website. In addition, copies of the most important correspondence (e.g. Dear County Director letters and Dear Child Support Enforcement Agency Directors letters) are posted on our website for your convenience for viewing or downloading.

You may view or download the DSS Fiscal Manual from the DHHS Office of the Controller Home page: <http://www.ncdhhs.gov/control/>

Click on County Departments of Social Services
Click on Fiscal Manual

The following is a brief summary of the updates/changes made to this fiscal manual reissue.

- 1) The coding for SSBG Family Support Services was added to Part I and Part II. See Section III-A.
- 2) The procedure for coding Worker's Compensation and Unemployment Insurance was revised. See Section III-B
- 3) The procedure for coding Administrative Program Costs for non-DSS County IV-D agency was revised. See Section III-D.



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- 4) The link for 2012 Compliance Supplements was revised. See Section VII-A.
- 5) Several staff changes were made. See Appendix III.
- 6) Review Appendix-I under the linked titled "New Updates 1st Qtr" for a direct link to these and other DSS Fiscal Manual revisions.

If there are questions concerning this DSS Fiscal Manual or how to access the website, please contact the County Administration Accounting Unit at (919) 527-6150.

Sincerely,


Laketha M. Miller

LMM/pt

cc: Jack W. Chappell
Debbie Hawkins
Myra K. Dixon
Pricillia Tabon
Sherry S. Bradsher
Kathy Sommese
Local Business Liaisons
DSS-1571 Contact Personnel
IV-D Consultants



Location: 1050 Umstead Drive • Raleigh NC 27603
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