



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

October 3, 2013

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, 2013. 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) New codings for Non-Reimbursable Adoption and Family Reunification were added. See sections III-A and III-C.
- 2) TANF Administration application codes 061, 059, 087, and 052 were deleted; and Work First Administration application codes 045, 047, 093, and 320 were deleted.
- 3) The link for the "Crosscutting Requirements" letter was updated in order to retrieve the 2013 version. See section VII-A.
- 4) A small revision was made regarding reporting staff attorney services. See section III-A.
- 5) Contact information for budget personnel was updated. See Appendix III.
- 6) Review Appendix-I under the linked titled "New Updates 1st" for a direct link to these and other DSS Fiscal Manual revisions.

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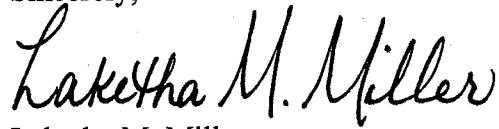
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If there are questions concerning this DSS Fiscal Manual or how to access the website, please contact the County Administration Accounting Unit at (919) 527-6150.

Sincerely,

A handwritten signature in black ink that reads "Laketha M. Miller". The signature is written in a cursive style with a large initial "L".

Laketha M. Miller

LMM/pt

cc: Jack W. Chappell
Debbie Hawkins
Myra K. Dixon
Pricillia Tabon
Wayne E. Black
Kathy Sommese
Local Business Liaisons
DSS-1571 Contact Personnel