



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

Roy Cooper
Governor

Mandy Cohen, MD, MPH
Secretary

Laketha M. Miller
Controller

October 3, 2017

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, 2017. 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 Direct 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 Controller Home Page:
<https://www.ncdhhs.gov/control/>

Click on the County Department of Social Services
Click on Fiscal Manual

The following is a brief summary of the updates/changes made to the Fiscal Manual reissue.

- 1) Coding for SSBG Federal GAP, TANF-SSBG GAP, IV-E OPTIONAL GAP and WF Svcs Guardianship Assistance were added to DSS-1571 Part I. See section III-A.
- 2) Coding for GAP Non-Reimb was added to DSS-1571 Part I and Part IV. See section III-A and III-C.
- 3) App codes for SSBG State was closed to County access and has been removed from DSS-1571 Part I, Part II and Part IV.
- 4) The link for "Crosscutting Requirements" has been updated to include the April 2017 version. See section VII- A.
- 5) Review Appendix-I under the linked titled "New Updates 1st Qtr" for a direct link to these and other DSS Fiscal Manual revisions.

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

Sincerely,



Laketha M. Miller

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