



NC DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Office of the Controller

ROY COOPER • Governor  
KODY H. KINSLEY • Secretary  
LAKETHA M. MILLER • Controller

April 14, 2022

**Subject: DSS Fiscal Manual Updates/Changes**

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

The DSS Fiscal Manual has been reissued with the date of March 31, 2022. 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 NCDHHS Policy and Manual Page: <https://policies.ncdhhs.gov/departamental/policies-manuals/section-ii-budget-and-finance/manuals>  
Click on DSS Fiscal Manual.

1. Application code 493, APS Essential Services, was added to Part II.
2. Controller’s Office and Fiscal Office contact information was updated. See Appendix III.

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,

DocuSigned by:  
*Laketha M. Miller*  
Laketha M. Miller

LMM/ke

cc: Susan Osborne	Suzanne Beasley	Richard Stegenga	Lem Harris
Myra K. Dixon	Pricilla Tabon	Local Business Liaisons	
DSS-1571 Contact Personnel			

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • OFFICE OF THE CONTROLLER**

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