



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Office of the Controller

ROY COOPER • Governor
MANDY COHEN, MD, MPH • Secretary
LAKETHA M. MILLER • Controller

July 31, 2020

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures regarding “**APS and CPS CARES ACT COVID-19**”

As of July 1, 2020, all 100 DSS counties have access to the “**APS and CPS CARES ACT COVID-19**” to claim reimbursement on their DSS-1571 reports for services reimbursed in August of 2020.

Part IA (Services) Not applicable for this reporting, there is no Part I coding requirements.

Part II (Administrative Expenditures and/or Purchased Services)

<u>Program Code</u>	<u>Fund</u>	<u>App Code</u>	<u>Description on XS315 & reimb. reports</u>	<u>% Shares</u>
61-303	1	303	APS CARE COVID-19	100% State
61-309	1	309	CPS CARE COVID-19	100% State

Part IV (Purchased Services Requiring Client ID) Not applicable for this reporting, there is no Part IV coding requirements.

The related cost for “**APS CARE COVID-19**” and “**CPS CARE COVID-19**” will be tracked on the XS411C report as “**APS/CPS COVID-19.**” In terms of overhead for app code 303 and 309 in your NC-CoReLS software, these programs will not draw overhead from Income Maintenance Supervision & Clerical, IV-D Supervision & Clerical, or Joint IM & IV-D Workers.

For additional instruction regarding SIS change notice information, please refer to the following link: <https://policies.ncdhhs.gov/divisional/social-services/services-information-system-sis/change-notices/2020>. 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,

DocuSigned by:
Laketha Miller
423C6C605E08405
Laketha M. Miller

LMM/pt

cc: Susan Osborne Richard Stegenga Myra K. Dixon Kathy Sommese
Jeannie Betts Lem Harris Pricillia Tapon Wayne Chaison
Local Business Liaisons DSS-1571 Contact Personnel

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

LOCATION: 1050 Umstead Drive, Spruill Annex, Raleigh, NC 27603
MAILING ADDRESS: 2019 Mail Service Center, Raleigh, NC 27699-2019
www.ncdhhs.gov/control • TEL: 919-855-3700 • FAX: 919-733-1635

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

DS
JB

DS
LH

DS
MK

DS
PT