



North Carolina Department of Health and Human Services Division of Social Services

• 325 North Salisbury Street •

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Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

March 16, 2007

RE: EPICS Repayment Approach Screen

Dear County Director of Social Services:

ATTENTION: Program Integrity Supervisors

The Economic Services Section and the Family Support and Child Welfare Section of the Division of Social Services, and the Recipient Investigations/Quality Assurance Section of the Division of Medical Assistance request your assistance in updating the EPICS Repayment Approach Screen for Food Assistance, Medicaid, and Work First/Aid to Families with Dependent Children claims. We are in the process of making changes in EPICS that will save you time and effort; however, a one time update is required for the changes to be successful.

Changes to the TOP selection process and Phase II of the Data Warehouse conversion require county approved repayment agreements to be entered in EPICS using the repayment approach screen. Instructions for completing the Repayment Approach are in Section 103, IX of the EPICS User s Manual. Due to Data Warehouse s interpretation of the repayment approach data, modifications to these instructions are necessary. These modifications are as follows:

1. Enter a Y and Date Signed only when there is a county approved repayment agreement. Otherwise, enter an N and keep the date signed field blank.
2. If a husband and wife enter into a repayment agreement together, divide the amount of the agreed upon payment equally between them. Subsequent payments must be divided and posted by individual ID numbers. For example, a husband and wife agree to pay \$50.00 together per month. Enter the repayment approach as \$25.00 monthly for each individual.
3. Enter repayment approach agreements with monthly indicators and amounts. For example, a debtor and county have agreed to weekly payments of \$10.00. Enter this in EPICS as a monthly payment of \$40.00.
4. Review debtors currently blocked from TOP interception with E , I , or L . Reset the indicator to the prior code unless the debtor has requested a hearing which is in progress, or has filed bankruptcy. A debtor coded E was originally a B , and debtors coded I and L were originally a C .

Please contact your Food Assistance and Energy Programs Representative for questions with food assistance claims, your Medicaid Program Representative for questions with Medicaid claims, and your Work First Representative for questions with Work First claims.

Sincerely,

/S/

JoAnn Lamm
Deputy Director

/S/

L. Allen Dobson, Jr., MD, Asst. Secretary
Health Policy and Medical Assistance

JL/sd
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