



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

April 09, 2015

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures regarding the IV-E Child Protective Services Fund

The following reporting requirements will be effective for all counties with **March 2015 services reimbursed April 2015** date, to access the **IV-E Child Protective Services Fund** coding. We are **activating** these application codes for all counties including the Native American counties to report on the DSS-1571 report. These codes will be available retroactively for July 2014 services.

Part IA: (Service- Salary and Fringe Benefits)

Application Code 272, Function Code 37, Column 15, Non IV-E CPS 100% State funds
Application Code 274, Function Code 37, Column 16, 50% St IV-E CPS 50% Federal 50% State funds

Part II: (Administrative Expenditures and/or Purchased Services)

The following codes will be tracked in application codes 272 and 274, the percentage distribution for these activities will be 100% state and; 50% federal and 50% state funds respectively.

<i>Code</i>	<i>Fund</i>	<i>Description</i>
272	1	Non IV-E CPS
274	1	50% St IV-E CPS

Part IV: (Purchased Services requiring client ID) There is no Part IV coding requirements

There is no CFDA number for the Non IV-E CPS. Additionally, for the 50% St IV-E CPS the CFDA number will be 93.658. Both the Non IV-E CPS and the 50% St IV-E CPS are capped allocated funds thus cost for application codes 272 and 274 will be tracked on the existing DHHS XS411c report under the current title Qtrly IV-E CPS.

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Fiscal Reporting Procedures regarding the IV-E Child Protective Services Fund

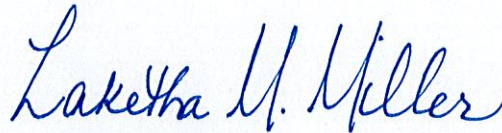
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In terms of overhead for the application in your Maximus software, this program will **not** draw overhead from Income Maintenance Supervision & Clerical, IV-D Supervision & Clerical or Joint IM & IV-D Workers. If any activities were previously reported to these application codes or the functions and columns please end-date your Maximus Ledger Suite for those old codes to avoid errors in county data transmission.

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,



Laketha M. Miller

LMM/mkd

cc: Jack W. Chappell
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