



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

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Carmen Hooker Odom, Secretary

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August 21, 2006

Dear County Director of Social Services:

**Subject: Fiscal Reporting Procedures for the Special Adult Day Care State and Special Adult Day Care 60 and Over State funds**

Effective with July 2006 services reimbursed August 2006, there will be a new allocation for Special Adult Day Care-**State** and Special Adult Day Care 60 and Over-**State** added to the XS411 report. (This allocation does not reflect new funding; merely separates the Federal and State funds previously combined in the St Adult Day Care allocation.) Counties will need to use the following codes to claim reimbursement for the Special Adult Day Care State funds on the DSS-1571 report.

#### **Part IV (Purchases):**

**Fund ID "D"** must be used for the applicable **Special Adult Day Care State** expenditures; cost will be tracked through application code 038.

**Fund ID "F"** must be used for the applicable **Special Adult Day Care 60 and Over State** expenditures; cost will be tracked through application code 041.

For all applicable cost service codes, purchases require a valid client ID. This fund will be tracked on the XS411 report. *Please note these are not new application codes, but they have not previously been accessible to the counties.*

If you have any questions concerning these reporting procedures, please contact your appropriate Local Business Liaison or County Administration Accounting Unit at (919) 733-2306.

Sincerely,

Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel  
Sherry Bradsher

Jack W. Chappell  
Sarah Barham

Debbie Hawkins  
Local Business Liaisons

Myra K. Dixon  
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