



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

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

LAKETHA M. MILLER • Controller

January 5, 2024

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 September 30, 2023. 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. The following application codes and updates have been included in the fiscal manual for your use:

- Part IB app code 496 75% CCU and app code 497 CCU Assist see Section III page A-7.
- Part II app code 496 75% CCU and app code 497 CCU assist see Section III page B-11.

If there are questions concerning this DSS Fiscal Manual Update or how to access the website, please contact the County Administration Accounting Unit by email or at 919-527-6150.

Sincerely,

DocuSigned by:

Laketha M. Miller
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Laketha M. Miller

LMM/ke

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

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