



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

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS

Wayne E. Black
Division Director

May 13, 2015

Dear County Director of Social Services:

Attention: Work First Program Administrators and Supervisors

Subject: Work First Program Substance Use Screening and Testing

The purpose of this letter is to provide Departments of Social Services (DSS) with information concerning the implementation of Session Law 2013-417. The Session Law revised North Carolina General Statute [108A-29.1](#), Drug Screening and Testing for Work First Applicants and Recipients, to require a drug test to screen each applicant for or recipient of Work First Program assistance whom the Department reasonably suspects is engaged in the illegal use of controlled substances. When reasonable suspicion has been established, the drug test for Work First program applicants and recipients becomes a condition of eligibility.

The implementation date for the revised policy and newly developed procedures is July 1, 2015 and applies to Standard and Electing Counties.

A Request for Proposals was issued by the North Carolina Department of Health and Human Services and the Division of Social Services to request competitive proposals to establish a contract for urine drug testing. The Vendor shall assume total responsibility for the testing process and will ensure collection sites are available throughout the State to accommodate the 100 county departments of social services. Once the Vendor is selected and the statewide contract executed, the local DSS agencies will be notified and provided additional procedural guidance.

Work First Policy Section 104B, Substance Abuse/ Mental Health Initiative, was revised to support the implementation of the law. The revised policy will be available to DSS staff June 2015. This will provide staff an opportunity to acquaint themselves with the policy and required procedures prior to implementation. North Carolina Division of Mental Health, Developmental Disabilities and Substance Abuse Services (DMH/DD/SAS), the Division and NC FAST are working collaboratively to develop training on the revised policy and procedures. The target date for the training is mid-June. DSS agencies will be notified of the training dates.

The Division and DMH/DD/SAS have entered into a revised Memorandum of Agreement (MOA) to support the changes to the Substance Abuse/Mental Health Initiative. The MOA establishes the basic responsibility of the relationship between the agencies.

Economic and Family Services
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Each division will require their local agencies, Local Management Entity–Managed Care Organization contract providers (LME-MCO) and DSS, to develop a MOA to outline each local agency's roles and responsibilities in carrying out the provisions of this agreement. The revised MOA will be provided to LME-MCO contract providers and DSS staff prior to the July 1, 2015 implementation date.

All Work First recipient households will receive a notice informing them of the new law and of the changes to the eligibility determination process. The notice (English and Spanish) will be mailed to households in the months of May and June. A copy of the notice is attached for your reference.

As the substance use screening and testing process is finalized, additional information and guidance will be provided to local DSS agencies. Please email any questions to the DHHS Operational Support Team (OST) at ost.policy.questions@dhhs.nc.gov.

Sincerely,

A handwritten signature in black ink that reads "David Locklear". The signature is written in a cursive style with a large initial "D".

David Locklear, Chief
Economic and Family Services

Attachment: [Recipient Notice](#)

EFS-WF-12-2015