

CHANGE NOTICE FOR MANUAL

DATE: September 1, 2017

MANUAL: Enterprise Program Integrity Control System (EPICS) User's Manual

CHANGE NO.: 2-2017

TO: County Directors of Social Services

EFFECTIVE: **September 1, 2017**, make the following changes to the EPICS User's Manual

I. GENERAL

This change notice transmits revisions to the EPICS Manual. These changes are outlined below.

II. SPECIFIC CHANGES in Section 105, Disqualifications

II.B. Disqualification Detail Field Descriptions

This section is revised to state the disqualification number of offense is now System Generated.

II.D. This section was revised to remove number 8 "Key the number of disqualification offense in the DQ NUMBER field" and the section was renumbered.

II.H.4. This section was revised to remove "DQ Number".

The EPICS User's Manual has been updated with these changes and is available in PDF format (see below).

III. INSTRUCTIONS FOR MAINTENANCE OF THE EPICS USERS MANUAL

To maintain your current hard copy of the EPICS User's Manual:

1. Go to the DSS On-Line Manuals Change Notice website at <https://www2.ncdhhs.gov/info/olm/manuals/dss/ei-10/chg/>
2. Click on Change No. 2-2017
3. Click on the "**CN 2-2017**" and attachment links **at the bottom** of the page to print the Change Notice and the attached documents.
4. Open the files using Adobe Acrobat Reader and print the pages. Insert or replace the appropriate pages in your current hard copy as indicated below.

Note: Adobe Acrobat Reader may be downloaded for free at

<http://www.adobe.com/>

To update your current hardcopy of the manual:

<u>REMOVE</u>		<u>INSERT</u>	
<u>SECTION</u>	<u>PAGES</u>	<u>SECTION</u>	<u>PAGES</u>
105	1,3,4,8,9,10,14	105	1,3,4,8,9,10,13,14

If you have any questions, please contact the DSS Automation Staff at (919) 527-6270.

Sincerely,



Hank Bowers, Chief
Performance Management/Reporting &
Evaluation Management Section

HB/ir/km
Attachments

[EPICSC105](#)