

DSS ADMINISTRATIVE LETTER ECONOMIC AND FAMILY SERVICES

EFS_FNS_AL-01-2017

Creating Referrals for State and Federal Findings That Are More Than 12 Months From the Date of Discovery

(Food and Nutrition Services)

TO: County Directors of Social Services

ATTENTION: Food and Nutrition Services Managers and Supervisors
Program Integrity Supervisors and Investigators

DATE: February 28, 2017

SUBJECT: Creating Referrals for State and Federal Findings That Are More Than 12 Months From the Date of Discovery

EFFECTIVE DATE: Upon Receipt

I. GENERAL INFORMATION

Previously, any Food and Nutrition Services (FNS) overissuances with a date of discovery more than 12 months was not required to be entered into Enterprise Program Integrity Control System (EPICS). The United States Department of Agriculture (USDA) is now requiring that all Quality Control (QC) Errors, State Audit Findings, Duplicate Issuances, or Management Evaluation (ME) Findings that result in an FNS overissuance that have a date of discovery more than 12 months will be tracked by entering these referrals into EPICS.

II. POLICY PROCEDURES

All QC Errors, State Audit Findings, Duplicate Issuances, or Management Evaluation (ME) Findings that have a date of discovery more than 12 months that result in an FNS overissuance must be entered into EPICS and then unsubstantiated. It is imperative that the correct Referral Source and Nature of Referral codes be used.

- A. When creating a referral due to a QC Errors FNS overissuance that is more than 12 months from the date of discovery, use Referral Source code 97 and use any other Nature of Referral code other than Q.
- B. When creating a referral due to a State Audit Finding FNS overissuance that is more than 12 months from the date of discovery, use Referral Source code 03 and use any other Nature of Referral code other than Q.
- C. When creating a referral due to a Duplicate Issuance FNS overissuance that is more than 12 months from the date of discovery, use Referral Source code 22 and use the Nature of Referral code D.
- D. When creating a referral due to a Management Evaluation (ME) FNS overissuance that is more than 12 months from the date of discovery, use Referral Source code 07 and use any other Nature of Referral code other than Q.

III. IMPLEMENTATION INSTRUCTIONS

This change is effective upon receipt. Send any questions regarding this policy change to dss.energy.pi.questions@dhhs.nc.gov. Some counties will be individually contacted via email to do an open/shut referral as listed above, for certain FNS overissuances pertaining to past state findings. These emails will be coming from Dana Allen. If you have any questions regarding these emails, please contact Dana Allen at Dana.Allen@dhhs.nc.gov.

Sincerely,

A handwritten signature in black ink that reads "David Locklear". The signature is written in a cursive style and is positioned above a thin horizontal line.

David Locklear, Chief
Economic and Family Services Section

DL/kc

