

CHANGE NOTICE FOR MANUAL

DATE: November 10, 2008

MANUAL: Food Stamp Information (FSIS) Manual
CHANGE NO.: 4-2008
TO: County Directors of Social Services
EFFECTIVE: December 1, 2008, make the following changes to the FSIS User's Manual

I. GENERAL

This change notice transmits revisions to the FSIS User's Manual. These changes are outlined below.

II. SPECIFIC CHANGES

FSIS 503 – Client Record DSS-8590 Instructions

1. Section 503.06 Description of DSS-8590 Fields-Field 62 Benefit Reduction is revised to increase the minimum allotment from \$10 to \$14 and remove 'food stamp'.
2. Section 503.06 Description of DSS-8590 Fields-Field 66 Allotment is revised to increase the minimum allotment from \$10.00 to \$14.00.
3. Section 503.06 Description of DSS-8590 Fields-Field 80M Dependent Care Deduction is revised to remove the cap limit of \$175 or \$200 based on dependent's age.

III. INSTRUCTIONS FOR MAINTENANCE OF THE FSIS USER'S MANUAL

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

1. Go to the DSS On-Line Manuals Change Notice website at <http://info.dhhs.state.nc.us/olm/manuals/dss/ei-35/chg/>
2. Click on Change No. 4-2008
3. Click on the "CN 4-2008" 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 hard copy of the manual:

REMOVE		INSERT	
SECTION	PAGES	SECTION	PAGES
503	1-2, 23-26, 37-38	503	1-2, 23-26, 37-38

If you have any questions, please contact the DSS Information Support Staff at (919) 733-8938.

Sincerely,



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

HB:ld
Attachments
[FSIS_CN4-2008](#)
[FSISs503](#)