

NC Division of Aging and Adult Services
CHANGE NO. 04-2017

DATE: January 9, 2018

Manual: State/County Special Assistance

Subject: SA Application Process

To: County Directors of Social Services

Effective: Upon Receipt

I. BACKGROUND

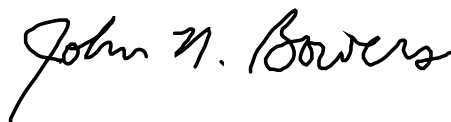
- SA-3110, Application Process, has been revised. All courtesy applications must be accepted by the county of residence. County of residence policy has been moved from SA 3250 to this section. All references to EIS have been removed from this section.

II. CONTENT AND IMPLEMENTATION OF CHANGE

SA-3110:

- A DAAS 8190, State/County Special Assistance application must be completed and signed for all Special Assistance applications.
- All Special Assistance applications must be entered and submitted into NC FAST within three business days from the date the application is signed by the applicant.
- All courtesy applications must be accepted by the county of residence. The non-resident county no longer has to verify with the county of residence that a SA application will be accepted.
- County of residence policy has been moved from SA 3250 to SA 3110
- Added reference to Transitions to Community Living Initiative (SA/IH) in SA 3110.IV.A the exception of these cases are the only SA/IH cases that can transfer from county to county. Added link to SA/IH 5250 in the same section noted above.
- Included reference to the following NCFast application processing job aids:
 - Working with MA and SA Courtesy Applications
 - Special Assistance Application Process

Sincerely,



John N. Bowers
Assistant Director