

CHANGE NOTICE FOR MANUAL

DATE: 04-01-2025
MANUAL: WORK FIRST MANUAL
TO: County Directors of Social Services
CHANGE NO: EFS-WF-CN-02-2025
SUBJECT: Policy Updates
EFFECTIVE: April 1, 2025

I. BACKGROUND

The purpose of this change notice is to provide county staff with an update to the Work First Policy regarding Child Support Services.

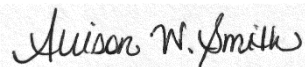
II. SPECIFIC CHANGES

- Section I: Child Support Services for Work First Cash Assistance – Updated to add instructions on the IVD Non-Cooperation Individuals Without a Sanction report. Additionally, a reference has been added for using the Job Aids: Viewing Details for an ACTS Trigger and Mark an ACTS Trigger as Submit for Deletion.

III. IMPLEMENTATION INSTRUCTIONS

These changes are effective **April 1, 2025**. Please contact your Continuous Quality Improvement Specialist (CQIS) at DSS.Policy.Questions@dhhs.nc.gov with any questions or concerns.

Sincerely,



Allison W. Smith, Deputy Director
Division of Social Services
Economic and Family Services

AWS/peb

Attachments: WF 116