



North Carolina Department of Health and Human Services
Division of Child Development and Early Education

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SUBSIDIZED CHILD CARE SERVICES ADMINISTRATIVE LETTER NO. 03-13

TO: Directors of County Department of Social Services
Directors of Other Local Purchasing Agencies

FROM: Ron Byrd, Chief Subsidy Services Section *Ron Byrd*

DATE: July 19, 2013

RE: Clarification for SSI income and the revision of the base period for counting Child Support income in the Integrated Eligibility Manual

The purpose of this memorandum is to clarify that Supplemental Security Income (SSI) remains **non-countable** income for the Subsidized Child Care (SCC) Program and the base period for calculating Child Support income has been changed to a three month base period to align with other programs.

Due to an inadvertent error the exclusion for not counting SSI income for Subsidized Child Care did not appear in the Integrated Eligibility Manual (IEM). The IEM has been pulled offline while this and other minor errors are being corrected. The IEM will be reposted soon.

Also, the base period for calculating Child Support income has been revised to align with the other means tested programs. The base period revision to a three month period is effective immediately for all new applications, redeterminations or when a change is reported. SCC will align all base periods for countable income with all programs as stated in the IEM.

If staffs have questions about SSI as a non-countable income or the new base period for calculating Child Support income, please contact Technical Assistant Manager, Kim Miller at 919.6624561, extension 7045 or email: kim.miller@dhhs.nc.gov.

RB/AB

CC: North Carolina Partnership for Children, Inc.
Child Care Coordinators
Subsidy Section Staff

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