

SERVICES INFORMATION SYSTEM (SIS) USERS MANUAL - UPDATE

CHANGE NO. 05-23

DATE: November 20, 2023

TO: All County Staff;
Data Entry Staff;
County Automated Day sheet Applications Administrators
County Finance Officers

EFFECTIVE: December 1, 2023

The Services Information System User's Manual has been revised to incorporate the following changes.

New Program Code Medicaid Assistance Expansion (MAE) has been added and is valid with service codes 872, 875, 890, 891 and 892.

New Program Code Family and Children's Medicaid – MA Expansion (MIX) has been added and is valid with service codes 872, 890, 891 and 892.

Other Changes

Appendix B has been edited to reflect the changes above.

INSTRUCTIONS FOR MAINTAINING SIS USERS MANUAL

1. Go to the SIS On-Line Manual Change Notice website at <https://policies.ncdhhs.gov/divisional/social-services/services-information-system-sis/change-notice>.
2. Click on 2023, then 05-23.

To maintain a “hard” copy of the SIS User's Manual:

3. Click on the “SIS Manual” link at the bottom of the page. Click on each section separately to download and save it.
4. Open the downloaded files using Adobe Acrobat Reader. Print each section of the entire manual, if desired.

Note: Adobe Acrobat Reader may be downloaded for free at <http://www.adobe.com/>

To update your current hardcopy of the manual:

REMOVE

Appendix B

Page B-12, dated 06-06-2023

Appendix C

Page C-2, dated 06-06-2023

Page C-3, dated 07-20-2022

INSERT

Appendix B

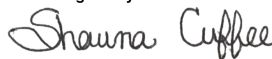
Page B-12, dated 11-20-2023

Appendix C

Page C-2, dated 11-20-2023

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DocuSigned by:



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Shauna Cuffee, Chief

Performance Management Section