

## CHANGE NOTICE FOR MANUAL

**DATE:** December 20, 2023  
**MANUAL:** WORK FIRST MANUAL  
**TO:** County Directors of Social Services  
**CHANGE NO:** 05-2023  
**SUBJECT:** Policy Updates  
**EFFECTIVE:** January 1, 2024

### I. BACKGROUND

The purpose of this change notice is to provide county staff an update to Work First Policy Section 263 Financial Responsibility - Part I – Overpayments, Part II – Underpayments and Part III - Reconciliation. Use of the Enterprise Program Integrity Control System (EPICS) was removed and replaced with North Carolina Families Accessing Services through Technology (NC FAST).

### II. SPECIFIC CHANGES

- Use of the Enterprise Program Integrity Control System (EPICS) has been removed throughout this policy and replaced with North Carolina Families Accessing Services through Technology (NC FAST).
- Removal of invalid codes throughout the policy
- Changes to limits for Civil, District, and Superior Courts
- Updated all reports in policy.

### III. IMPLEMENTATION INSTRUCTIONS

These changes are effective **January 1, 2024**. Please contact your Continuous Quality Improvement Specialist (CQIS) at [DSS.Policy.Questions@dhhs.nc.gov](mailto: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/gbw

**Attachments:** WF 263 Part I, II, III