

DSS ADMINISTRATIVE LETTER NO. ECONOMIC AND FAMILY SERVICES 5-2014
Work First Program

TO: County Directors of Social Services

ATTENTION: Work First Program Administrators and Supervisors

DATE: November 19, 2014

SUBJECT: Work First Program and Medical Assistance Eligibility

EFFECTIVE DATE: Upon Receipt

I. GENERAL INFORMATION

The North Carolina Families Accessing Services through Technology (NC FAST) automated case management system, has completed the conversion of ongoing Work First Cash Assistance cases from the Eligibility Information System (EIS). As part of the conversion process, the Work First Cash and Medical Assistance case became separate and distinct Product Delivery cases in NC FAST. Work First Cash Assistance applications, Benefit Diversion and ongoing Cash Assistance cases are no longer automatically determined eligible for Medical Assistance.

II. IMPLEMENTATION PROCEDURES

Work First Cash Assistance and Medical Assistance programs are separate product delivery cases in NC FAST and require a separate determination of eligibility for each program. Even though the programs are no longer interconnected, an offer of Medical Assistance must be made to each applicant household member at the point of application for Work First Cash Assistance.

NC Fast is in the process of enhancing the Intelligence Evidence Gathering (IEG) data to capture the question and response. Until the enhancement is complete, Work First program staff must manually record the applicant household's response to the offer of Medical Assistance. If a family member declines the offer of Medical Assistance, the caseworker must record the family's response by placing case notes on the Income Support Application.

When an ongoing Work First Cash Assistance case terminates, it is no longer a program requirement to evaluate and/or transfer the family to a Medical Assistance program.

III. EFFECTIVE DATE

This policy is effective upon receipt. Please email any questions to ost.policy.questions@dhhs.nc.gov.

Sincerely,



David Locklear, Acting Chief
Economic and Family Services

DL/sm