

**DSS ADMINISTRATIVE LETTER NO. ECONOMIC AND FAMILY SERVICES 8-2012
(Work First)**

TO: COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: Work First Program Managers and Supervisors
Program Integrity Supervisors

DATE: December 5, 2012

SUBJECT: Social Security and Supplemental Security Income (SSI) Cost of Living Adjustment (COLA) Increase for 2013

EFFECTIVE DATE: January 1, 2013

I. GENERAL INFORMATION

The purpose of this letter is to outline procedures for implementing the 2013 Social Security Cost-of-Living Adjustment increase for Work First cases. Effective January 1, 2013, recipients of Social Security and Supplemental Security Income (SSI) benefits will receive a 1.7% cost-of-living increase. This increase will begin with the January 2013 payment.

II. IMPLEMENTATION PROCEDURES

- A.** Apply this policy to the next review, application or change in situation on or after January 1, 2013. Do not key any new SSA/SSI increases prior to January 1, 2013.
- B.** Verify the new account of the household's SSA/SSI payment using the Online Verification System (OLV).
- C.** No over payment will exist for the prior months when the increase in SSA/SSI income is added at the households' first change in situation, application or review. If the increased income is not included in that first change in situation, application, or review, any overpayment that occurs in the following months is a county responsible overpayment and should not be charged to the household.

III. EFFECTIVE DATE

This policy is effective January 1, 2013. Please email any questions regarding this policy to Work First.Support@dhhs.nc.gov.

Sincerely,



Dean Simpson, Chief
Economic and Family Services

cc: Sherry S. Bradsher
Jack Rogers
Kathy Sommese
Hank Bowers
Kevin Kelley
Work First Program Consultants
Local Business Liaisons