

## CHANGE NOTICE FOR MANUAL

DATE: November 28, 2007

**MANUAL:** Enterprise Program Integrity Control System (EPICS) User's Manual  
**CHANGE NO.:** 2-2007  
**TO:** County Directors of Social Services  
**EFFECTIVE:** **Upon receipt**, make the following changes to the EPICS User's Manual

### I. GENERAL

This change notice transmits revisions to the EPICS Manual. These changes are outlined below.

### II. SPECIFIC CHANGES

#### A. EPICS 102 – Referrals

EPICS 102 V.B.8. is revised to add a warning message, 'IS THIS SA MEDICAID? PRESS F9 TO UPDATE, PRESS <ENTER> TO REKEY', if the PROGRAM entered is SAAC, SAAQ, SADC, or SADQ. This warning message alerts the investigator to ensure only the Medicaid portion of the Special Assistance overpayment is entered.

#### B. EPICS 103 – Claims

1. EPICS 103 III.B.1.P. is revised to add a warning message, 'IS THIS SA MEDICAID? PRESS F9 TO UPDATE, PRESS <ENTER> TO REKEY', on the Claim Detail screen if the PROGRAM entered is SAAC, SAAQ, SADC, or SADQ. This warning message alerts the investigator to ensure only the Medicaid portion of the Special Assistance overpayment is entered.
2. EPICS III.B.3. is revised to add the TANF and AFDC programs to reactivating a claim in TE Status.

The EPICS User's Manual has been updated with these changes and is available in PDF format (see below).

### III. INSTRUCTIONS FOR MAINTENANCE OF THE EPICS USER'S MANUAL

**To maintain your current hard copy of the EPICS User's Manual:**

1. Go to the DSS On-Line Manuals Change Notice website at <http://info.dhhs.state.nc.us/olm/manuals/dss/ei-10/chg/>
2. Click on Change No. 2-2007

3. Click on the "[CN 2-2007](#)" and attachment links at the bottom of the page to print the Change Notice and the attached documents.
4. Open the files using Adobe Acrobat Reader and print the pages. Insert or replace the appropriate pages in your current hard copy as indicated below.

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

To update your current hardcopy of the manual:

<b>REMOVE</b>		<b>INSERT</b>	
<b>SECTION</b>	<b>PAGES</b>	<b>SECTION</b>	<b>PAGES</b>
102	1-2, 23-26	102	1-2, 23-26
103	1-2, 15-22	103	1-2, 15-22

If you have any questions, please contact the DSS Automation Staff at (919) 733-8938.

Sincerely,



Hank Bowers, Chief  
Performance Management/Reporting & Evaluation  
Management Section

HB:wc  
Attachments  
[EPICS\\_CN2-2007](#)  
[EPICSc102](#)  
[EPICSc103](#)