

CHANGE NOTICE FOR MANUAL

DATE: September 27, 2017
MANUAL: Food and Nutrition Services Manual
CHANGE NO.: 4-2017
TO: County Directors of Social Services
SUBJECT: **Policy Updates**
EFFECTIVE DATE: Upon Receipt

I. **BACKGROUND**

The purpose of this change notice is to add updates to Manual Section 241, Employment and Training (E&T) in the Food and Nutrition Services Manual as reflected by clarifications from the United States Department of Agriculture (USDA). The clarification is the process for entering referrals in NC FAST, updating participants progress, Employment and Training components and Worker's Compensation for eligible Employment and Training participants.

II. **SPECIFIC CHANGES**

Section 241, Employment and Training

(1) 241.00

Updated to specifics concerning who is eligible to participant in FNS E&T.

(2) 241.01

Updated to include referral process from FNS case worker to E&T Employment Counselor. Update includes new NC FAST referral process.

(3) 241.02

New section added to detail each of the eight E&T components.

(4) 241.03 and 241.04

These sections have been removed as they are no longer applicable to E&T.

(5) 241.03

Replaces the previous 241.03. Updated to include more details about participant reimbursements to include what are allowable expenses and a timeframe is specified for issuing reimbursements to participants.

(6) 241.04

Replaces the previous 241.04. Updated to include NC FAST process.

(7) 241.05

Updated to include current Worker's Compensation information.

III. IMPLEMENTATION INSTRUCTIONS

These changes are effective upon receipt for all Food and Nutrition Employment and Training referrals and participants.

Submit any questions regarding this policy to the DHHS Operational Support Team (OST) via the Policy Questions link located in the Integrated Eligibility Manual, <https://economicbenefits.nc.gov>.

Sincerely,



David Locklear, Deputy Director
Economic and Family Services Section

DL/na

Attachment (1)
[FSs241](#)

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