



North Carolina
Department of Health and Human Services
Division of Medical Assistance
Recipient Services EIS

1985 Umstead Drive – 2512 Mail Service Center - Raleigh, N.C. 27699-2512
Courier Number 56-20-06

Michael F. Easley, Governor

Carmen Hooker Buell, Secretary

February 23, 2001

Re: Fiscal Crisis and Print Orders

Dear County Director of Social Services:

Due to the severe fiscal crisis the State is facing, we have had to reevaluate our printing costs. The following actions are being taken to reduce our printing costs:

1. Limit copies of manual changes and administrative letters to two for those counties with internet access. One paper copy is for fraud worker since archiving the online manual is not adequate. The other copy can be kept by a person each county designates.
2. Limit issuance of new manuals to those requested for new positions in counties with no internet access.

To verify that a position is new, the county department of social services must send a copy of the PD 118 and the job description (PD102IM) to the Medicaid Eligibility Unit, Division of Medical Assistance, 2512 Mail Service Center, Raleigh, NC 27699-2512. A memo requesting the appropriate manuals must accompany a copy of this material.

The following counties will continue to receive their distribution of manual materials and 5 copies of administrative letters:

Alleghany	Ashe	Bladen
Camden	Caswell	Cleveland (only 7 copies)
Gaston	Graham	Greene
Halifax	Jones	Lincoln
Madison	Martin	Northampton
Perquimans	Polk	Rutherford
Stokes	Transylvania	Wilkes

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In addition, we are contacting all our subscribers to encourage them to use the online manuals. This applies to those who pay for manuals and those who receive free manuals. Therefore, we plan to eliminate even more printing.

We know you understand the need to cut costs where possible. If you have any questions, please contact the Medicaid Eligibility Unit at (919) 857-4019.

Paul R. Perruzzi
Director