

CHANGE NOTICE FOR MANUAL

DATE: January 23, 2006

MANUAL: Enterprise Program Integrity Control System (EPICS) User s Manual
CHANGE NO: 1-2006
TO: County Directors of Social Services
EFFECTIVE: February 1, 2006 make the following changes to the EPICS User's Manual.

I. GENERAL

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

II. SPECIFIC CHANGES

A. SECTION 102 Referrals

Section 102 is revised to:

1. Update the Referral Detail 1 description for field, REASON CLOSED, to indicate a 2 digit alpha code is required.
2. No longer display field COLLECTOR on the Referral Detail 1 screen.
3. Include several different search criteria and query options available through the Referral List.
4. Update the Referral List function keys to indicate F5 is used to display the Claim Detail for the selected referral and F9 is used to display the payment history for the selected referral.
5. Indicate State Level and Supervisor Users can no longer enter 99999 in the Investigator ID field. Do not enter a value in this field if the referral number of an unassigned referral is unknown.
6. Indicate for County Level Access Users there is a 100 page limit on the list of referrals that can be viewed.
7. Indicate to close a referral, F4 can be used to access the new REASON CODE TABLE. Use this table to view and select the reason a referral is closed. Also, the REASON CLOSED field will not allow the referral/claim to be closed if the balance is greater than 0 (zero).

B. Section 105 Disqualifications

Section 105 is revised to indicate the F2 function key no longer clears the DISQUALIFICATION DETAIL screen during inquiry. If F2 is pressed, the

message: FRDQD0C SCREEN CANNOT BE CLEARED DURING INQUIRY MODE displays at the bottom of the screen.

C. Section 2500 Appendix F: Reports

Section 2500 is revised to indicate paper copies of the AFDC/TANF, FOOD STAMP and MEDICAID FRD425 INVESTIGATORS MAINTENANCE DELINQUENCY report is no longer mailed. Monthly versions are available in NCXPTR.

The EPICS User's Manual Change No. 1-2006 has been updated on the DSS website with these changes and is available in PDF format (see below).

III. INSTRUCTIONS FOR MAINTENANCE OF THE EPICS USERS MANUAL

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

1. Go to the DSS On-Line Manuals website at
<http://info.dhhs.state.nc.us/olm/manuals/dss/ei-10/man/index.htm>
2. Click on Change Notices. Then click Change No. 1-2006.
3. Click on the CN 1-2006 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:

REMOVE		INSERT	
SECTION	PAGES	SECTION	PAGES
102	1-38	102	1-33
105	1-2, 5-6	105	1-2, 5-6
2500	1-4, 41-42	2500	1-4, 41-42

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

Sincerely,



Hank Bowers, Chief
Performance Reporting and Automation Section

HB:wc
Attachments
[EPICS_CN1-2006](#)
[EPICSc102](#)
[EPICSc105](#)
[EPICSc2500](#)