

CHANGE NOTICE FOR MANUAL

DATE: December 15, 2016
MANUAL: Refugee Assistance Program Manual
TO: County Directors of Social Services

CHANGE NO.: 1-2016

SUBJECT: Policy Updates

EFFECTIVE DATE: Upon Receipt

I. BACKGROUND

The purpose of this change notice is to make revisions and updates to the following chapters in the Refugee Assistance Program Manual; Refugee Assistance Background, Refugee Medical Assistance and Refugee Cash Assistance Programs, Refugee Social Services and Refugee Assistance Monitoring.

Additionally, to update the following Appendices A – D and the addition of Appendices E - J:

- Appendix A - Local Affiliate Offices for National Voluntary Agencies
- Appendix B - NC Refugee Service Providers
- Appendix C - Refugee Social Service Codes, Services, Descriptions & Units
- Appendix D - 2016 Federal Poverty Guidelines
- Appendix E - Refugee Fact Sheet
- Appendix F - Asylee Fact Sheet
- Appendix G - Cuban & Haitian Entrants Fact Sheet
- Appendix H - Central American Minors (CAM) Fact Sheet
- Appendix I - Special Immigrant Visa (SIV) Fact Sheet
- Appendix J - Victim of Human Trafficking Fact Sheet

II. SPECIFIC CHANGES

A. CHAPTER I, REFUGEE ASSISTANCE BACKGROUND (Section 100)

Section I. REFUGEE ASSISTANCE OVERVIEW

- (1) Added Central American Minors (CAM) and Other Family Members granted Refugee Status to eligible recipients list.

Section III. DEFINITION OF REFUGEE ASSISTANCE TERMS

- (1) Added Central American Minors (CAM) Program definition.
- (2) Added Central American Minors (CAM) Refugee definition.
- (3) Added Central American Minors (CAM) Parolees definition.
- (4) Added Qualifying Child of CAM Program (QCH) definition.
- (5) Added Qualifying Parent of a Central American (QP of a CAM) definition
- (6) Added Central American Minor Program Other Family Members definition
- (7) Added clarification to Refugee Medical Assistance (RMA) definition regarding Medicaid mainstream programs to include Medicaid Pregnant Women (MPW).

B. CHAPTER II, REFUGEE MEDICAL ASSISTANCE PROGRAM (Section 101)

Section I. INTRODUCTION

- (1) Added clarification regarding all NC mainstream administered Medicaid Programs to include Medicaid Pregnant Women (MPW).
- (2) Added Central American Minors (CAM) and Other Family Members granted Refugee Status to the list of eligible recipients.

Section II. ELIGIBILITY GUIDELINES

- (1) Added clarification regarding all NC mainstream administered Medicaid Programs to include Medicaid Pregnant Women (MPW).

Section IV. FINALIZED APPLICATION

- (1) Added illustration of how a RMA application time line and process looks.

C. CHAPTER III, REFUGEE CASH ASSISTANCE PROGRAM (Section 102)

Section I. INTRODUCTION

- (1) Added Central American Minors (CAM) and Other Family Members granted Refugee Status to the list of eligible recipients.

Section II. ELIGIBILITY GUIDELINES

- (1) Added eligible guideline for RCA recipients to enroll in Employment Services and cooperate with an Individualized Employability Plan.

Section IV. FINALIZE APPLICATION

- (1) Added note clarification, if there is no Local Resettlement Agency available in the area in which the refugee resides.

Section V. EMPLOYMENT SERVICES

- (1) Added clarification regarding, completing a signed Refugee Mutual Responsibility Agreement
- (2) Added clarification, of what the local county DSS should do in the event, there is no Local Resettlement Agency available in the area in which the refugee resides.

D. CHAPTER IV, REFUGEE SOCIAL SERVICES (Section 103)

Section II. ELIGIBILITY GUIDELINES

- (1) Added Central American Minors (CAM) and Other Family Members group
- (2) Added Central American Minors (CAM) Refugee/Parole Program definition
- (3) Added; the following eligibility process holds true for the Central American Minors (CAM) Refugee/Parole Program Eligibility.

III. IMPLEMENTATION INSTRUCTIONS

These changes are effective with all applications, and changes upon receipt.

If you have any questions regarding this information, please contact Clarissa Gunter at (919) 527-6302 or by email at clarissa.gunter@dhhs.nc.gov.

Sincerely,



David Locklear, Assistant Chief
Economic and Family Services Section

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[Appendices A - J](#)