

## CHANGE NOTICE FOR MANUAL

**DATE:** February 28, 2002

**MANUAL:** EIS

**CHANGE NO.:** 08-02

**TO:** COUNTY DIRECTORS OF SOCIAL SERVICES

This change notice transmits revisions to the EIS Manual. Revisions are effective March 1, 2002, unless otherwise noted.

### **I. AUTOMATED NOTICES FOR FAMILY AND CHILDREN'S MEDICAID**

EIS 4300 Part Six and EIS 4000 Appendices B and E are revised to reflect the new section numbers that will be used on automated notices issued beginning March 1, 2002 for applicants and recipients of the Family and Children's Medicaid program. EIS 4000 Appendices B and E also are revised to state that section numbers are not included on the automated notice if the reference is the Work First Manual.

NC Health Choice codes and information are deleted from EIS 4000 Appendix B because the NC Health Choice codes and information are located in EIS 4300 Part Six. This was done to eliminate duplication in the EIS manual. A note is included throughout Appendix B to state the location of the NC Health Choice codes. This note includes a link in the online manual to EIS 4300 Part Six.

### **II. EIS 1200**

EIS 1200 is revised to include instructions for accessing and using forms available on the Department of Health and Human Services (DHHS) Forms website and the Division of Medical Assistance (DMA) website. Some forms are interactive; you can complete them online and print for filing or mailing. Other forms can only be printed.

The location of the Third Party Recovery section is updated.

EIS MANUAL INSTRUCTIONS

SECTION	REMOVE PAGES	INSERT PAGES	ONLINE CHANGE
VOLUME I			
1200 STATE OFFICE CONTACTS	3-4	3-4	II. E.
	7-8	7-9	V. and VI.
VOLUME IV			
4000 - APPENDIX B	Table of Contents	Table of Contents	Changed NCHC reference to EIS 4300 Part Six
	1-50	1-41	Updated F&C manual section references for automated notices
4000 - APPENDIX E	1-2	1-2	Changed manual section reference for automated notices from F&C 3357 to Work First Manual
	7-10	7-10	Changed manual section reference for automated notices from F&C 3357 to Work First Manual
4300 - PART SIX	1-9	1-9	Changed manual section reference for automated notices from F&C 3225 to F&C 3255

Please contact your Medicaid Program Representative or Adult Program Representative if you have any questions.

Sincerely,

Nina M. Yeager, Director  
Division of Medical Assistance

(This material was researched and prepared by Mary Spivey, EIS Program Consultant and Kathie Barnett, EIS Project Coordinator.)