

## CHANGE NOTICE FOR MANUAL

DATE: January 1, 2012

**MANUAL:** Food Stamp Information System (FSIS) User's Manual  
**CHANGE NO.:** 1-2012  
**TO:** County Directors of Social Services  
**EFFECTIVE:** January 1, 2012, make the following changes to the FSIS User's Manual

### I. GENERAL

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

### II. SPECIFIC CHANGES

#### FSIS 503 - Client Record DSS-8590 Instructions

1. FSIS 503.06 Description of 8590 Screens - Field 15 Food and Nutrition Services Type is being revised to change the description of the Type 1 – Categorically Eligible Household.
2. FSIS 503 Figure 2 is being revised to add SafeLink Wireless as a new telephone company.
3. FSIS 503 Figure 3 is being revised to add the following Lifeline Link-Up telephone company and address.

SafeLink Wireless  
Attn: Executive Resolution Department  
9700 N. W. 112<sup>th</sup> Avenue  
Miami, FL 33178

### III. INSTRUCTIONS FOR MAINTENANCE OF THE FSIS USER'S MANUAL

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

- A. Go to the DSS On-Line Manuals Change Notice website at <http://info.dhhs.state.nc.us/olm/manuals/dss/ei-35/chg/>
- B. Click on Change No. 1-2012
- C. Click on the "**CN 1-2012**" and attachment links at the bottom of the page to print the Change Notice and the attached documents.
- D. 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 hard copy of the manual:

<b>REMOVE</b>		<b>INSERT</b>	
<b>SECTION</b>	<b>PAGES</b>	<b>SECTION</b>	<b>PAGES</b>
<b>503</b>	<b>1-2, 17-18</b>	<b>503</b>	<b>1-2, 17-18</b>
<b>503 Figure 2</b>	<b>1-4</b>	<b>503 Figure 2</b>	<b>1-4</b>
<b>503 Figure 3</b>	<b>2</b>	<b>503 Figure 3</b>	<b>2</b>

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

Sincerely,



Hank Bowers, Chief  
Performance Management/Reporting & Evaluation  
Management Section

HB:kb  
Attachments  
[FSIS\\_CN1-2012](#)  
[FSISs503](#)  
[FSISs503f2](#)  
[FSISs503f3](#)