

**10A NCAC 71L .0105 PROCEDURE FOR APPROVAL AND PAYMENT**

- (a) All State Maternity Fund forms, correspondence, and monthly billing statements shall be addressed to the State Maternity Fund Coordinator, whose contact information can be found on the "Application for State Maternity Fund" Form DSS-6187, which may be accessed at <https://policies.ncdhhs.gov/divisional/social-services>.
- (b) Upon receipt of a completed "Application for State Maternity Fund" Form DSS-6187, the North Carolina Division of Social Services shall make a decision regarding approval for State Maternity Fund payments and the recommended type of living arrangement per the application. Notice of action taken shall be communicated to the county department of social services or to the private adoption agency submitting the application with a copy routed to the applicable maternity home, or the approved living arrangement.
- (c) County departments of social services and North Carolina licensed private adoption agencies shall submit notification to the Division of Social Services when the client is admitted to or discharged from the approved living arrangement.
- (d) If the approved living arrangement is other than a maternity home, the service agency shall submit a completed copy of the "State Maternity Fund Residential Care Provider Agreement" Form DSS-6189 negotiated with the individual responsible for maintaining the living arrangement, to the North Carolina Division of Social Services before payment may be made to the residential care provider.
- (e) At the end of each month the State Maternity Fund Coordinator will generate a monthly reimbursement worksheet for each maternity home or alternate living arrangement. An authorized individual from the maternity home or authorized living arrangement shall review, correct, and certify information reported. The authorized individual shall then mail the worksheet to the North Carolina Division of Social Services for a signature by the State Maternity Fund Coordinator for approval and submission to the North Carolina Department of Health and Human Services Controller's Office (2019 Mail Service Center, Raleigh, NC 27699-2019).

*History Note: Authority G.S. 143B-153;  
Eff. April 1, 1978;  
Amended Eff. January 1, 1983;  
Readopted Eff. September 1, 2021.*