



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Social Services

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations
for Human Services

June 23, 2020

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, MANAGERS,
SUPERVISORS, AND SOCIAL WORKERS**

SUBJECT: Fatality Notification Fax Number

REQUIRED ACTION: Information Only Time Sensitive Immediate

Due to Covid-19, NCDHHS-DSS began to telework in March as the Governor made his first order to stay at home. Due to workers not being in the office daily, an electronic fax number was obtained to facilitate the normal operation of business. To do this quickly, a new fax number was necessary.

This communication is to ensure there is wide awareness of the **new number** for faxing in the notification of fatalities to the State office. Please ensure all staff are notified of the change in fax number to **984-285-7103**, as many have been utilizing the old number for years.

Counties who have questions or problems faxing their notifications into the State office may contact Debra McHenry at 919-527-7240 or Debra.McHenry@dhhs.nc.gov or the fatality review consultant with whom they normally work.

Thank you for your ongoing partnership!

Sincerely,

Kathy Stone

Section Chief for Child Protective Services and Prevention
Department of Health and Human Services

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LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603
MAILING ADDRESS: 2409 Mail Service Center, Raleigh, NC 27699-2409
www.ncdhhs.gov • TEL: 919-527-6390 • FAX: 919-733-3052

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Cc: Susan Osborne, Assist Secretary for County Operations for Human Services
Lisa Cauley, Deputy Director for Child Welfare Division of Social Services
Teresa Strom, Section Chief for County Operations
Carla McNeill, Section Chief of Permanency
Linda Waite, Interim Section Chief for Regulatory & Licensing

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