



North Carolina Department of Health and Human Services
Division of Social Services

325 North Salisbury Street • 2408 Mail Service Center • Raleigh, North Carolina 27699-2408

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

May 5, 2006

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: Work First Program Administrators, Supervisors, and Staff

SUBJECT: Work First Compliance with Identity Protection Act of 2005

The purpose of this letter is to provide information regarding the efforts that were undertaken by the Work First program to assure compliance with the Identity Protection Act of 2005. The Act can be accessed via the internet at the following web address:

<http://www.ncleg.net/gascripts/BillLookUp/BillLookUp.pl?Session=2005&BillID=s1048>

In order to comply with the law's requirement that agencies minimize the use and dissemination of social security numbers, the Work First program has examined our forms. The forms were not revised in instances where it was determined that the use of social security numbers is necessary to carryout program responsibilities. The following forms have been revised to delete the space for a social security number: DSS-6965, DSS-6965SP and the DSS-8194. They are on the DSS Forms website for immediate use at: <http://info.dhhs.state.nc.us/olm/forms/dss/>.

Local Work First programs should continue to monitor the use and dissemination of social security numbers. If your agency uses county developed forms, please check to make sure that social security numbers are included **only** if it is necessary to carryout program responsibilities. Please contact our office if you feel there are additional forms where alternative IDs can be used as an identifying number. If there are questions or other concerns, please contact Sharon D. Moore, Work First Policy Consultant at (919) 733-4622.

Sincerely,

A handwritten signature in black ink, appearing to read "Jo Ann Lamm".

Jo Ann Lamm, Chief
Family Support and Child Welfare Services Section

JAL/sdm

cc: Sherry Bradsher
Hank Bowers
Jane Smith
Family Support and Child Welfare Team Leaders
Work First Program Representatives
Local Business Liaisons

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