



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

325 North Salisbury Street • MSC 2408 • Raleigh, North Carolina 27699-2408  
Courier # 56-20-25

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

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

June 29, 2006

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES:**

**ATTENTION: Child Welfare Program Administrators and Supervisors**

**SUBJECT: Identity Protection Act of 2005**

This letter is to provide information regarding the efforts that Child Welfare has taken to comply with the Identity Protection Act of 2005. The Act can be accessed 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, Child Welfare has examined our forms. If it was determined the use of social security numbers was necessary to carryout program responsibilities, the form was not revised. The forms that have been revised to remove the social worker's social security number are the DSS-5104, DSS-5094 and DSS-5095. The forms that have been revised to remove the client's social security number are DSS-1808, DSS-1815, DSS-5167, DSS-6187, DSS-6188, DSS-6189, DSS-6211 and DSS-6847. These forms are now available for immediate use at: <http://info.dhhs.state.nc.us/olm/forms/dss/>.

If your agency has developed forms for your county's use, please check to ensure that the social security number is included only if it is necessary to carryout responsibilities of the program. If there are additional forms that you feel alternative IDs would be more appropriate, please contact our office. If you have any questions, please contact your Children's Program Representative or Laura M. Elmore, Program Coordinator, at (919) 733-4319 or by email at [laura.elmore@ncmail.net](mailto:laura.elmore@ncmail.net).

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/lme

cc: Sherry Bradsher  
Children's Program Representatives  
Family Support and Child Welfare Services Team Leaders  
Local Business Liaisons  
Work First Representatives

**FSCWS-37-06**