



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

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Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Pheon E. Beal, Director
(919) 733-3055

November 17, 2005

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: Program Managers, Supervisors and Social Workers

SUBJECT: N.C. Session Law 2005-414: Identity Theft Protection Act of 2005

EFFECTIVE DATE: Various dates as indicated in the law

The purpose of this letter is to provide information regarding the enactment of this law and to inform you of efforts that are being undertaken to assure compliance with this Act. 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>

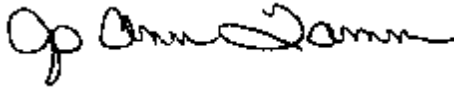
In order to comply with this law's requirement that governmental agencies minimize use and dissemination of social security numbers, the Division of Social Services and Division of Aging and Adult Services are currently examining our forms and related systems that request these numbers. It is anticipated that the Divisions will revise its forms and systems to eliminate requests for social security numbers that are not imperative to the performance of the agencies' duties and responsibilities. In instances in which either Division determines that use of a social security number is necessary and serves a legitimate governmental purpose, the form or practice will not be revised. Additionally, there are some programs that are required to gather client social security numbers to satisfy federal requirements, and there should be no change in practice for those programs.

However, at this point we can say that counties will need to minimize the use of client social security numbers both internally and externally, and to discontinue the practice of using social worker social security numbers as a tracking method altogether. The Divisions are considering methods to convert, en mass, worker social security numbers currently used in the Services Information System and related subsystems to alternative IDs in an acceptable format and to provide an automated method for assignment of unique identifying numbers to new social workers in the future. To that end, counties are advised to delay any plans to implement an alternative worker ID for use in these systems, however, any county wishing to proceed with implementation of an alternative ID plan should contact Performance Reporting and Automation prior to doing so. We will keep you apprised of developments in this area as they arise, so please be alert for further information.

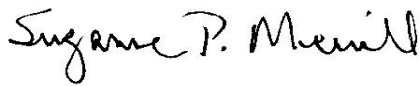
It is not anticipated at this time that the law will affect the current operation and usage of EIS or FSIS.

Agencies should note local documents and records that include social security numbers and make sure this information is kept in a secured environment. Additionally, counties should consider methods to ensure that computers used to transmit any social security numbers are appropriately secured with firewall or encryption software.

Sincerely,



JoAnn Lamm, Chief
Family Support and Child Welfare Services Section



Suzanne P. Merrill, Chief
Adult Services Section
Division of Aging and Adult Services

cc: Pheon Beal
Sherry Bradsher
Karen Gottovi
Hank Bowers
Children's Program Representatives
Adult Programs Representatives
Work First Representatives
Family Support and Child Welfare Services Team Leaders
Local Business Liaisons
Controller's Office (Debbie Hawkins)
DIRM (Mike James)

AFS-21-2005
FSCWS-52-05