



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

325 North Salisbury Street  
2420 Mail Service Center • Raleigh, North Carolina 27699-2420  
Courier # 56-20-25

Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

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

June 28, 2010

**RE: The Work Number-Employment and  
Income Verification Data**

Dear County Director of Social Services:

**Attention: Food and Nutrition Services Managers and Supervisors  
Work First Managers and Supervisors  
Medical Assistance Program Managers and Supervisors**

The Work Number offers current employment and income verifications to county social services' FNS, WF and Medicaid staff on individuals applying for benefits. The Work Number is requesting a master list of all staff who access The Work Number database.

Please complete the attached form and submit to Joan Otto by Monday, July 12, 2010. The form can be emailed to [Joan.Otto@dhhs.nc.gov](mailto:Joan.Otto@dhhs.nc.gov).

This list will allow The Work Number to track users, process add/delete/change and set up logins and passwords.

If you have any questions, please contact Dean Simpson at (919)334-1234.

Sincerely,

A handwritten signature in cursive script that reads "Dean Simpson".

Dean Simpson, Chief  
Economic and Family Services Section

DS/jo  
Attachment  
**EFS-FNSEP-22-2010**