



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

325 North Salisbury Street • 2401 Mail Service Center
Raleigh, North Carolina 27699-2401
Courier # 56-20-25
Fax # (919) 733-9386

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

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

January 23, 2006

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

SUBJECT: Language Services Agreement for Limited English Proficiency (LEP)

As the Division of Social Services and County Departments of Social Services continue to take reasonable steps to ensure Limited English Proficiency (LEP) persons have meaningful access to programs, services and information agencies provide, one of the requirements of each DSS agency Title VI/LEP compliance plan is to provide notice to LEP individuals about the availability of interpreter services. This requirement can be found in the compliance plan, section IV, letters A and B.

In an effort to assist you in compliance with this plan requirement, the Availability of Interpreter Services Poster has been developed in English and Spanish. One of each will be sent to your agency by USPS and will be also available online at

[http://www.dhhs.state.nc.us/dss/county/docs/LEPposterFINAL\(outlined\).pdf](http://www.dhhs.state.nc.us/dss/county/docs/LEPposterFINAL(outlined).pdf) and
[http://www.dhhs.state.nc.us/dss/county/docs/LEPposterFINAL\(spanish\)outlined.pdf](http://www.dhhs.state.nc.us/dss/county/docs/LEPposterFINAL(spanish)outlined.pdf) .

Should you need any further information, please contact Carlotta Dixon, NCDSS Title VI/LEP Compliance Coordinator at 919-733-3055 or via email at Carlotta.dixon@ncmail.net.

Sincerely,

A handwritten signature in black ink that reads "Pheon E. Beal".

Pheon Beal

Pm-pc-03