



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

325 North Salisbury Street • Raleigh, North Carolina 27603  
Courier # 56-20-25

Michael F. Easley, Governor  
Carmen Hooker Odom,

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

August 20, 2002

**Dear County Director of Social Services:**

**SUBJECT: County DSS HIPAA Impact Assessment Survey**

**Attention: HIPAA Coordinators**

This County Director Letter is to announce the "County DSS HIPAA Impact Assessment Survey" and to request County DSS HIPAA Coordinator assistance by ensuring that a survey is submitted for your agency no later than Friday, September 20, 2002.

The County DSS HIPAA Impact Assessment Survey is Web based and is accessed from the Survey Instructions page, URL: <http://www.dhhs.state.nc.us/dss/hipaa/hipaasurvey.htm>. Survey questions address County DSS HIPAA impact assessment findings and general preparedness for meeting Health Insurance Portability and Accountability Act (HIPAA) requirements. Information provided to the Division will be used to assess statewide County DSS HIPAA preparedness.

Compliance with federal requirements, including HIPAA, is important to help ensure continued federal financial participation, in programs implemented by County Departments of Social Services. The first HIPAA compliance date, October 16, 2002, affects those HIPAA impacted County Departments of Social Services that use county developed, or county contractor developed, automation systems for Health Care billing. HIPAA impacted agencies will need to make their systems HIPAA compliant or request an extension, before October 16, 2002. The next HIPAA compliance date is April 14, 2003, the date that HIPAA Privacy Regulation requirements become effective.

It is very important that the information reported on the Survey reflects the guidance provided by appropriate agency legal staff. Also, please make certain that there are no outstanding issues or questions regarding HIPAA impact, prior to reporting that your agency's HIPAA Impact Assessment is complete.

Your assistance is appreciated. If you have questions or need further clarification, you may contact Jim Bookout at (919) 733-4533.

Sincerely,

Pheon E. Beal

cc: Nina Yeager, DMA Director  
Tom Lambert, DMA HIPAA Coordinator  
Karen Tomczak, DHHS HIPAA PMO  
Sherry Bradsher, DSS Deputy Director

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