



North Carolina Department of Health and Human Services
Division of Social Services – Program Compliance

Pat McCrory
Governor

Wayne E. Black
Division Director

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS

December 11, 2014

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES,

**Attention: All Program Administrators, Program Supervisors, and
Title VI/ADA Civil Rights Coordinators**

**SUBJECT: Language Services Agreement Instructions for Limited English Proficiency (LEP)
DSS-10001 form**

In an effort to assist you with completing the Language Services Agreement for Limited English Proficiency (LEP), DSS-10001 form, instructions have been developed and are available online in English at

DSS-10001 Instructions:

<http://info.dhhs.state.nc.us/olm/forms/dss/dss-10001ins.pdf>

DSS-10001 form:

<http://info.dhhs.state.nc.us/olm/forms/dss/dss-10001-ia.pdf>

Should you need any further information, please contact Carlotta Dixon, NC DSS Title VI/LEP Civil Rights Compliance Coordinator at 919-527-6421.

Sincerely,

A handwritten signature in cursive script that reads "Carlotta Dixon".

PC-05-2014

PROGRAM COMPLIANCE

www.ncdhhs.gov • www.ncdhhs.gov/dss

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