



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
MARK BENTON • Deputy Secretary for Health
SUSAN KANSAGRA • Assistant Secretary for Public Health
Division of Public Health

MEMORANDUM

TO: Local Health Directors

FROM: Dr. Susan Kansagra, Division Director, Division of Public Health DS
SK
Yvonne Copeland, Division Director, Division of Child and Family Well-Being DS
YC

DATE: February 1, 2023

SUBJECT: Consolidated Agreement and Related Materials for Fiscal Year 2023-2024

On behalf of the North Carolina Divisions of Public Health (DPH) and Child and Family Well-Being (DCFW), please accept our thanks and appreciation for the work you and your teams perform every day on behalf of the people of North Carolina. That's especially true as we enter our fourth year responding to the COVID-19 pandemic. We owe a great deal to our local health departments that are on the front lines of keeping the public safe and healthy in this pandemic and in countless other ways.

As you know, the annual Consolidated Agreement (with accompanying Agreement Addenda or "AAs") is the primary mechanism that DPH and DCFW use to: (1) provide state and federal funding to local health departments; and (2) identify any applicable expectations or requirements tied to those funds.

DPH and DCFW will continue to provide local technical assistance and consultation in our respective areas. We both recognize that our success is tied to and a reflection of your success at the local level, which is why we remain committed to working together at all levels to strengthen our long-standing partnerships and make North Carolina a healthier place to live, work, play, and visit.

As a reminder, the "Track Changes" version of the FY 2023-2024 Consolidated Agreement was provided via email to local health directors on Wednesday, December 14, 2022. The list of significant changes has been updated and is included with this memo. Consolidated Agreement, once signed, must be emailed to the DPH Contracts Office to Adrienne.Gilliatt@dhhs.nc.gov. DPH Agreement Addenda must be emailed from the local health department to Adrienne.Gilliatt@dhhs.nc.gov, and DCFW Agreement Addenda must be emailed to Brittany.Goode@dhhs.nc.gov.

No payments will be made for any Activity for the new fiscal year until the signed Consolidated Agreement is returned to DPH and the Agreement Addenda for those Activities have been received by the respective DPH or DCFW Contracts Office. For those Activities that have

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LOCATION: 5605 Six Forks Road, Building 3, Raleigh, NC 27609
MAILING ADDRESS: 1931 Mail Service Center, Raleigh, NC 27699-1931
www.ncdhhs.gov • TEL: 919-707-5000 • FAX: 919-870-4829

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negotiable Agreement Addenda, those Agreement Addenda also will need to be signed by the respective DPH or DCFW Program before payments will be made for those specific Activities.

If your agency intends to decline a specific Activity/AA, the agency's health director must provide a letter to the DPH or DCFW Contracts Office as applicable, which states the reason for declining the specific AA funds. Do not sign and return that Activity/AA.

If you have questions or concerns, please contact Stacie Turpin Saunders, Deputy Director/Section Chief for Local and Community Support. Thank you, again, for your continued hard work for public health in North Carolina!

Enclosures:

Summary of changes in the Consolidated Agreement from FY 2022/2023 to FY 2023/2024

Memo (as an email message) from Adrienne Gilliatt with guidance for reviewing, signing, and returning these agreements to the North Carolina Division of Public Health (DPH)

Consolidated Agreement

Agreement Addenda (AAs)

cc:

Dr. Susan Kansagra
Yvonne Copeland
Stacie Turpin Saunders
Dr. Kelly Kimple
Jeneen Preciose
Virginia Niehaus
Dr. Susan Little
Adrienne Gilliatt
Candice DuVernois
DPH Public Health Management Team (PHMT)
Madhu Vulimiri
Sarah Grimsrud
Brittany Goode

SUMMARY OF CHANGES – CONSOLIDATED AGREEMENT FY24

Overarching changes to the Consolidated Agreement (CA)

- Dates were updated as appropriate.
- Current contact information, references/resources, and internet links were updated throughout.
- Internet links were moved from being within the document to the footnotes area to make links easier to find.
- Distinctions were made regarding roles and responsibilities of DPH versus DCFW where appropriate. Responsibilities of the LHD to report information to both divisions have been clarified.

Specific changes to the CA

- Regarding Changes in Health Director: Requirement was added for LHD to notify both DPH and DCFW with changes in contact information for health director/interim health director. (Page 2)
- Regarding Care Management: Language was added to require LHD to follow the Care Management Service Termination and Transfer of Services process from the North Carolina Division of Health Benefits. (Page 3)
- Regarding Duties of the Local Registrar:
 - Requirement was added for LHD to notify the State Registrar (at the North Carolina State Center of Health Statistics) with the names of the local registrar and deputy registrars within 24 hours of appointment.
 - A reference to NCGS 130A-97 was added (regarding local registrars maintaining certificate copies). (Page 3)
- Regarding Reporting Breaches of Privacy and Security: The following language was added: “If the breach involves Social Security Administration (SSA) data or Centers for Medicare and Medicaid Services (CMS) data, the LHD shall report the breach within 1 hour of becoming aware of the breach.” (Page 4)
- Regarding Subcontractors: Language was added around security and privacy requirements of subcontractors of the LHD. (Page 4)
- Regarding Public Health Nurses: The reimbursement of PHNs participating in Principles and Practices of Public Health Nursing course was removed, as this course has been replaced by the Credentialed PHN course, which is free for the foreseeable future. (Removed from “Training Reimbursement” section on Page 9)
- Regarding Unique Entity Identifiers: The LHD shall provide its Unique Entity Identifier to DPH and DCFW when reporting subawards in the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS). (Page 10)