

Gaston County Department of Health and Human Services – Public Health Division
Policies and Procedures

Public Access to Community Data and Health Status Information

10/13/2014 – This policy was revised to reflect updates to the agency's name and for clarity.

Approvals

Title	Date	Signatures
Originator	11-16-2010	Selenna Moss – Signature on File
Reviewed		
Reviewed and Revised	10-14-14	
Previous Revision Date:		Issue Date:

**Gaston County Department of Health & Human Services
Public Health Division
Policies and Procedures
Public Access to Community Data and Health Status Information**

POLICY

The public shall have free and ready access to data describing the health status of Gaston County residents.

PURPOSE

To describe health status in Gaston County by providing data on: (1) births, (2) deaths, (3) infant mortality, (4) incidence of teen pregnancy, and (5) patient and client use of Gaston County Department of Health & Human Services (DHHS) programs and services.

PROCEDURES

1. DHHS will provide data on patient and client use of DHHS programs and services when it receives written requests specifying (a) the data being requested, (b) the period of time for which data is needed, and (c) the requestor's name, mailing address, and daytime telephone number. Written responses will be made within two weeks of receiving the request. Requests that seek the name, address, or other identifying patient information will not be honored. All requests should be mailed to:
DHHS - Public Health Division Director
Gaston County Department of Health & Human Services
991 W. Hudson Boulevard
Gastonia, NC 28052
2. The DHHS website will provide links to websites managed by reliable organizations that provide data on births, deaths, infant mortality, and the incidence of teen pregnancy in Gaston County.
3. DHHS will post this policy and procedures on its website.