

**To:** Rowan County Board of Commissioners  
**From:** Nina Oliver, Public Health Director  
Wendy Bunton, Office Supervisor  
**Date:** October 4, 2016  
**Re:** Debt Write Off for FY 2014-2015

**Situation:**

The Rowan County Health Department has completed debt write off preparation for 2014-2015 fiscal year.

**Background:**

In June 1998, Rowan County Board of Commissioners adopted the Rowan County Health Department Fee Policies. The policy states as follows, "Outstanding accounts having no payment activity in the last 12 months shall be placed in an inactive status. Any activity in the account shall reinstate the debt for further collection efforts."

**Assessment:**

We request that the debt write off policy be applied to the following services rendered.

- Primary Care Program: \$15,594.14
- Family Planning Program: \$27,436.12
- Maternal Health Program: \$25,628.55

**Recommendation:**

Despite repeated statements and numerous attempts to collect these debts, and debts being placed through debt set-off, there has been no activity in the above referenced accounts since June 2015. Therefore, we respectfully request that the Rowan County Board of Commissioners approve these write offs totaling \$68,658.81 for 323 accounts.