



Healthy People. Healthy Communities.

Richard K. Toomey, DHA, FACHE
Director

October 24, 2019

via email (eddietallon@schouse.gov)

The Honorable Edward R. Tallon, Sr.
Subcommittee Chair, House Legislative Oversight Committee
PO Box 11867
Columbia, South Carolina 29211

Dear Representative Tallon:

The Department of Health and Environmental Control (DHEC) received your October 8, 2019, letter and have carefully reviewed your request for information. We appreciate your interest in our agency and its processes. We hope our response below provides clarity about the agency's birth certificate and Memorandum of Understandings (MOUs) processes.

DHEC is unable to issue or send electronic birth certificates. DHEC prints certificated copies of birth certificates for any member of the public who requests a copy from our Vital Records offices. This process begins with a search for the correct birth record based on the birth facts that are provided to us by the requestor. Birth facts include the registrant's name, date of birth, place of birth and parentage. Once our staff verify that the record is accurate, a certified copy is printed on security paper to prevent fraud and given to the requestor. The \$12 fee is required at the time the record search is completed to cover the cost of the security paper and staff research time and effort.

DHEC was notified by the South Carolina Department of Corrections of the desire for a mechanism to enable electronic payment for birth certificates in January 2019. DHEC has worked collaboratively with the Department of Corrections on various revisions to the contractual agreement for several months. We anticipate a signed contract by both agencies very soon.

Currently, DHEC does not track timelines for each of its MOUs with other state agencies. Agencies collaborate at the program-level and various changes may be made before an MOU is presented to DHEC's contracts review team or the Office of General Counsel for review and approval.

October 24, 2019

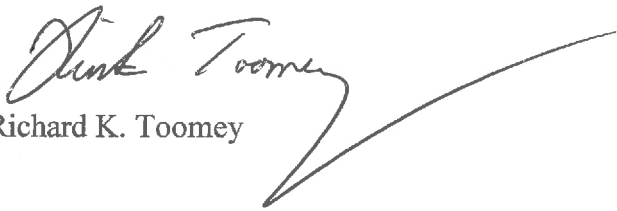
Representative Edward R. Tallon, Sr.

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In our effort to continuously improve, we are implementing a new contract management system that will track the timelines of our contracts and agreements.

If you have additional questions or concerns, please let me know and we can discuss further.

With regards,

A handwritten signature in black ink that reads "Dick Toomey". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Richard K. Toomey