

**Rowan County Health Department
Policies and Procedures
Public Access to Community Data
and Health Status Information**

Effective Date: 4-10-07
Review/Revision: 10-11-11
Approved By: BOH
Date Approved: 4-10-07

POLICY:

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

PURPOSE:

To describe health status in Rowan County by providing data on ([NC State Center for Health Statistics](#)):

1. births,
2. deaths,
3. infant mortality,
4. incidence of teen pregnancy, and
5. patient and client use of RCHD programs and services.

PROCEDURES:

1. RCHD will post this policy and procedures on its website at <http://www.rowancountync.gov/GOVERNMENT/Departments/HealthDepartment.aspx>
2. The RCHD 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 Rowan County.
3. RCHD will provide data on patient and client use of RCHD 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.
4. This policy will be available at the Health Department Administrative Office and those individuals that do not have access to the World Wide Web computer system can ask for information to be provided via hard copy. All requests should be mailed to:

Rowan County Health Director
Rowan County Health Department
1811 East Innes Street
Salisbury, NC 28146