



Rowan County Health Department
1811 East Innes Street – Salisbury, NC 28146-6030

MEMO

To: Rowan County Board of Commissioners
CC: Aaron Church, County Manager
From: Alyssa Harris, Public Health Director
Karla Aldridge, Financial Services Supervisor
Date: January 3, 2023
Re: Rowan County Public Health has completed the preparation of debt set off for Fiscal Year 2021 and 2022

Situation:

Rowan County Public Health has completed the preparation of debt set off for FY21 and FY22 (FY22).

Background:

Accounts that are 60 days past due and greater than \$50.00 may be submitted through a clearinghouse to the North Carolina Department of Revenue for collection. As authorized by North Carolina General Statutes, Chapter 105A, Rowan County Public Health will utilize the North Carolina Government Debt Set Off Program as an avenue to enhance collections and reduce accounts receivable by applying the past due balance against any income tax refund the patient may be entitled. Specific policies and procedures of the Debt Set Off Program to notify patients of the debt set off and their right of appeal will be followed. Patients will be encouraged to resolve their past due balance before the debt set off is submitted.

Assessment:

A list of patients meeting the debt set off criteria has been compiled and was submitted to the North Carolina Government Debt Set Off Program. A total of 31 patients with a combined set off amount of \$8,295.10 was submitted for Fiscal Year 2022. By utilizing the North Carolina Government Debt Set Off Program, we have collected \$17,406.75 owed in FY22. RCPH collected a total amount owed of \$18,529.44 for FY21.

The Rowan County Health Department will continue to encourage clients to resolve past due balances. Any accounts that are 60 days past due and total \$50.00 or greater will be submitted through a clearinghouse to the North Carolina Department of Revenue for collections annually.

Recommendations:

The Rowan County Board of Health approved the debt set off at the meeting on Tuesday, November 8th, 2022. Rowan County Public Health respectfully requests that the Board of Commissioners approve the debt set off in the amount of \$22,150.90 for FY21 and \$8,295.10 for FY22.