



North Carolina  
 Department of Health and Human Services  
 Division of Public Health  
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 H. David Bruton, M.D., Secretary • Ann F. Wolfe, M.D., M.P.H., Director

11 August, 1999

Memorandum

TO: Local Health Departments Using Women's Health Service Funds

FROM: Mike Newton-Ward, Program Consultant *CMW*  
 Women's Preventive Health Unit

SUBJECT: Proper Use of Women's Health Service Funds

**Purpose and Monitoring of the Fund.** As you know, the Legislature created the Women's Health Service Fund (WHSF) in 1993 to expand the use of long-term, reversible contraceptive methods to ~~non-Medicaid clients~~. Because the intent of this funding is quite specific, the Women's Preventive Health staff have carefully monitored WHSF utilization since its inception. This has helped us obtain needed data to both document appropriate use and advocate for continued and expanded funding.

At the same time, however, the Women's and Children's Health Section has made every effort to simplify the contracting process with local departments. This past year, local departments were—for the first time—not required to complete Section B of the contract addenda for WCH. In the past, Raleigh and regional Women's Health staff have reviewed Section B to assure that it contained sufficient levels of appropriate clinical services to justify each department's WHSF allocation.

Please remember that regardless of whether your department prepared a Section B, all departments—except those participating in the single-stream funding project—remain accountable for appropriately expending all WHSF dollars allocated to them. Because Section B now is optional, it will be necessary to determine compliance at the end of the fiscal year through a review of the HSIS data for each county.

**Covered Services.** As a reminder, the contraceptive services covered by the fund are:

- Depo Provera Injection
- Norplant Insertion
- Norplant Removal
- Norplant Removal and Re-Insertion (at the end of the method's period of effectiveness)
- IUD and Insertion
- IUD Removal

**Requirements of the Fund.** A summary of the requirements for use of the fund is enclosed. As you will note, most of these requirements are activities health departments already do, such as counseling to assure informed consent. (One requirement that is specific to WHSF is the mandate that staff encourage clients to finish high school or obtain a GED.)

