



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations for
Human Services

January 31, 2020

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: Child Support Managers and Supervisors

SUBJECT: SharePoint

In February 2020, SharePoint will move to a new web address/link. Counties will be provided the new URL once testing of the site is finished. Workers who had access to SharePoint prior to December 1, 2019 will logon to the new URL with the same User ID and password that they use when accessing the previous URL.

Some additional steps will be necessary for workers that did not have access to the site prior to December 1, 2019. The SharePoint administrator will identify these users and send a list to county supervisors or program directors with instructions for accessing the new URL.

The old URL and new URL will both be available for a limited time. Users should transition to the new URL as soon as possible once it becomes available.

If you have any questions, please contact the Policy and Training Unit at (919) 855-4755 or your Regional Program Representative.

Sincerely,

A handwritten signature in blue ink that reads 'Carla L. West'.

Carla L. West, Section Chief
Child Support Services

cc: Regional Program Representatives

CSS_20_08