



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bill J. Crouch
Cabinet Secretary

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Jeffrey M. Pack
Commissioner, Bureau for Social
Services

January 10, 2022

RE: SNS Addendum – ID Badges

Providers:

Attached is an addendum regarding the implementation of identification badge requirements. To protect the security of our children and families, we require all socially necessary service providers to wear identification badges when meeting with them. This makes it easy for families to know who you are and which agency you represent when working closely with you and allowing their child to be taken to or returning from a visit. It minimizes the risk of impersonation and provides a comfort level to the families that is needed during this time.

The identification badge should have the following employee personal information on it:

- The employee's name and job title
- Agency for which they are employed
- Picture of employee

Having this information on the badge will allow you to be identified more easily by those you will encounter while working on behalf of the Department of Health and Human Resources. Please print, sign, and return the document to us by January 28, 2022.

Warm regards,

Mary Thompson

Mary C. Thompson
Community Partnerships/Children and Adult Services
WV Department of Health and Human Resources
Bureau for Social Services
Children and Adult Services