

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF DIRECTOR

ACTION REFERRAL

*Re logged from Supra to Singleton on 8/31/11. Due 9/15/11*

TO <i>Singleton/FOIA</i>	DATE <i>8-26-11</i>
-----------------------------	------------------------

DIRECTOR'S USE ONLY	ACTION REQUESTED
1. LOG NUMBER <i>100094</i>	<input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____
2. DATE SIGNED BY DIRECTOR <i>cc: Stensland, Supra</i> <i>closed 9/12/11, sent electronically.</i>	<input type="checkbox"/> Prepare reply for appropriate signature DATE DUE _____
	<input checked="" type="checkbox"/> FOIA DATE DUE <i>9-15-11</i>
	<input type="checkbox"/> Necessary Action

APPROVALS (Only when prepared for director's signature)	APPROVE	* DISAPPROVE (Note reason for disapproval and return to preparer.)	COMMENT
1.			
2.			
3.			
4.			

**Brenda James - SC FOIA**

**From:** "Malone, Colleen" <Colleen.Malone@kmhp.com>  
**To:** "Jeff Stensland" <STENSJEF@scdhhs.gov>  
**Date:** 08/25/2011 4:51 PM  
**Subject:** SC FOIA

**RECEIVED**

AUG 26 2011

Department of Health & Human Services  
 OFFICE OF THE DIRECTOR

Hello,

I am requesting the following data and would like an estimate of the cost associated with it.

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\$250

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Anderson		521	840

Plan Specific  
 Include FFS  
 by month  
 Jan 10  
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Or

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Etc.

If a better explanation is required please let me know.



TO: Nancy Ford % Colleen Malone  
FROM: SCDHHS

SUBJECT: Cost of Processing Request for Information #

The South Carolina Department of Health and Human Services has received and processed your request for information. The cost for processing this information is as follows:

Staff processing time at \$10.00 per hour	<u>2.5</u> Hours	\$ <u>25.00</u>
Pages copied at \$.10 per page *	_____ Pages	\$ _____
Pages faxed at \$.20 per page	_____ Pages	\$ _____
Shipping and Handling Costs		\$ _____
Other costs associated with the FOIA request:	_____	\$ _____
<b>Total Amount Due SCDHHS:</b>		\$ <u>25.00</u>

Please remit the above amount to the following address:

Bureau of Fiscal Affairs  
South Carolina Department of Health and Human Services  
Post Office Box 8297  
Columbia, South Carolina 29202-8297

Please contact Laurel Eddins should you have any questions.

Laurel Eddins  
Signature

12 Sept 11  
Date:

\* Sent electronically 9/12/11

**Laurel Eddins - RE: SC FOIA**

---

**From:** "Malone, Colleen" <Colleen.Malone@kmhp.com>  
**To:** "Laurel Eddins" <EDDINS@scdhhs.gov>  
**Date:** 9/1/2011 11:05 AM  
**Subject:** RE: SC FOIA

---

Laurel,

Okay great! The address is as follows:

Nancy Ford

The Amerihealth Mercy Family of Companies

100 Stevens Drive

Philadelphia, PA 19113

Let me know if you need any more information.

Colleen Malone

---

**From:** Laurel Eddins [mailto:EDDINS@scdhhs.gov]  
**Sent:** Thursday, September 01, 2011 10:59 AM  
**To:** Malone, Colleen  
**Subject:** RE: SC FOIA

Hi,  
We will bill you, which means I will need your address information.

No, I will build the query to provide this data and then we can update the parameters and it will only cost about between \$5 and \$10 for processing for updates.

Thanks!

*Laurel K. Eddins, Senior Consultant  
SC Dept of Health and Human Services  
1801 Main Street, Suite 1121  
Columbia, SC 29202  
[Eddins@scdhhs.gov](mailto:Eddins@scdhhs.gov)*

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Let me know if you need any more information.

Colleen Malone

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**Subject:** RE: SC FOIA

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Thanks!

*Laurel K. Eddins, Senior Consultant  
SC Dept of Health and Human Services  
1801 Main Street, Suite 1121  
Columbia, SC 29202  
[Eddins@scdhhs.gov](mailto:Eddins@scdhhs.gov)*

**Brenda James - RE: SC FOIA - Log 94**

---

**From:** Laurel Eddins  
**To:** Colleen Malone  
**Date:** 09/12/2011 4:34 PM  
**Subject:** RE: SC FOIA - Log 94  
**CC:** April Wilson; Brenda James; Deirdra Singleton; Jeff Stensland; Marie...  
**Attachments:** FOIA\_Report\_Colleen\_By\_County\_and Month.xls

---

Hi, Colleen,

Please see attached information as requested under our Freedom of Information Act. I had a staff person summarize by county and by region (as defined in our enrollment process). Please see attached.

As I mentioned, this will be a charge of \$25.00 and should be submitted to:  
The Bureau of Fiscal Affairs  
SCDHHS  
PO Box 8297  
Columbia, SC 29202

We will be sending an invoice to Nancy Ford, The Amerihealth Mercy Family of Companies, 100 Stevens Drive, Philadelphia, PA 19113

Please let me know if you need any additional information. Thanks!

Laurel K. Eddins, Senior Consultant  
SC Dept of Health and Human Services  
1801 Main Street, Suite 1121  
Columbia, SC 29202  
[Eddins@scdhhs.gov](mailto:Eddins@scdhhs.gov)  
803 898-2955

>>> On 9/1/2011 at 11:04 AM, "Malone, Colleen" <Colleen.Malone@kmhp.com> wrote:

Laurel,

Okay great! The address is as follows:

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The Amerihealth Mercy Family of Companies

100 Stevens Drive

Philadelphia, PA 19113

Let me know if you need any more information.

Colleen Malone

**From:** Laurel Eddins [mailto:EDDINS@scdhhs.gov]  
**Sent:** Thursday, September 01, 2011 10:59 AM  
**To:** Malone, Colleen  
**Subject:** RE: SC FOIA

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SC Dept of Health and Human Services  
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Columbia, SC 29202  
[Eddins@scdhhs.gov](mailto:Eddins@scdhhs.gov)  
803 898-2955

>>> On 9/1/2011 at 10:49 AM, "Malone, Colleen" <[Colleen.Malone@kmhp.com](mailto:Colleen.Malone@kmhp.com)> wrote:

Okay great. Looking forward to months in the future would it also be 25\$ per request for each additional month? What from would be best to submit the payment to you?

Thanks again for your help,

Colleen

**From:** Laurel Eddins [mailto:EDDINS@scdhhs.gov]  
**Sent:** Thursday, September 01, 2011 10:09 AM  
**To:** Malone, Colleen  
**Subject:** RE: SC FOIA

Sure, this is not very difficult. The only thing I will mention is that occasionally retro active eligibles will skew totals, so this data will be as of the day it is run and my different from reports of this same data run previously. I estimate about \$25 for this request. Please let me know if I should proceed. Thanks!

Laurel K. Eddins, Senior Consultant  
SC Dept of Health and Human Services

1801 Main Street, Suite 1121  
 Columbia, SC 29202  
[Eddins@scdhhs.gov](mailto:Eddins@scdhhs.gov)  
 803 898-2955

>>> On 9/1/2011 at 10:05 AM, "Malone, Colleen" <[Colleen.Malone@kmhp.com](mailto:Colleen.Malone@kmhp.com)> wrote:

Hi Laurel,

Thanks for your help. Specific plan would be best (plan name) but if the information for FFS etc. is also available that would be great depending on cost. I would also like each month from January 2010 forward.

Best,

Colleen Malone

---

**From:** Laurel Eddins [mailto:[EDDINS@scdhhs.gov](mailto:EDDINS@scdhhs.gov)]  
**Sent:** Thursday, September 01, 2011 10:04 AM  
**To:** Malone, Colleen  
**Subject:** Re: SC FOIA

Hello, Ms. Malone,

I am Laurel Eddins with the Office of Reporting, Research and Special Projects. I will be assisting you with this request. I would like to clarify a couple things so we can properly estimate the charges.

1. Do you need to know the specific plan information or do you want plan type (fee for service, mco, mhn)?
2. Do you need each month from January 2010 forward or just quarterly totals?

Thanks!

Laurel K. Eddins, Senior Consultant  
 SC Dept of Health and Human Services  
 1801 Main Street, Suite 1121  
 Columbia, SC 29202  
[Eddins@scdhhs.gov](mailto:Eddins@scdhhs.gov)  
 803 898-2955

>>> On 8/25/2011 at 4:50 PM, "Malone, Colleen" <[Colleen.Malone@kmhp.com](mailto:Colleen.Malone@kmhp.com)> wrote:

Hello,

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Etc.

If a better explanation is required please let me know.

Thank You,

Colleen Malone

MAILGW01.kmhp.com made the following annotations

-----  
 NOTICE: This email message is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

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malicious code. For more information on Axway products please visit [www.axway.com](http://www.axway.com).

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#### **Confidentiality Note**

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*What's on our website*

**From:** Jan Polatty  
**To:** Brenda James  
**Date:** 08/26/2011 7:21 AM  
**Subject:** Fw: SC FOIA  
**Attachments:** Fw: SC FOIA

Pls log



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FROM:

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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date: