



Statement on the Collection, Use, or Release of Social Security Numbers

The Long-Term Care Ombudsman Program (LTCOP) must notify individuals of the circumstances that require or authorize the collection and use of Social Security numbers (SSN). Section 119.071(5), Florida Statutes, specifically authorizes the LTCOP to collect SSNs when required by law or where the SSN is imperative in the performance of its duties. The following identifies the purposes for which the LTCOP will collect and use SSNs:

- Collection authorized by law: For Level 2 criminal background checks conducted by the Florida Department of Law Enforcement for volunteers serving as ombudsmen. [See §430.0402, Fla. Stat.]
- Collection mandated by law: For submission and correction of travel vouchers to the Department of Financial Services on behalf of volunteer ombudsmen for receipt of reimbursement payments related to per diem and travel expenses [See § 400.0067(4)(g), Fla. Stat.]. The Bureau of State Payrolls with the Department of Financial Services requires SSNs to process and report reimbursement payments.

Note: Social Security numbers are confidential and exempt from public records under Section 119.07(1), Florida Statutes, and s. 24(a), Article 1 of the State Constitution.

I hereby acknowledge receipt of the statement on the collection, use, or release of social security numbers.

Volunteer Applicant Signature

Date

[A copy of this statement must be provided to the ombudsman volunteer applicant.]

LTCOP SSN Stmt, February 2014