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| INFORMATIONAL LETTER |
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TRANSMITTAL: 98 INF-1

TO: Commissioners of
Social Services

DIVISION: Policy
Communications
Unit

DATE: January 6, 1998

SUBJECT: Annual Index of Administrative Directives and
Informational Letters

SUGGESTED
DISTRIBUTION: Program Directors
Administrative Directors
Staff Development Coordinators

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ATTACHMENTS: See Attachment A
Attachments are available on-line

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.

This release provides local district staff with a practical desk reference index to Administrative Directives, Informational Letters and Manual Bulletins issued in 1997. Releases are listed numerically and by program area. A synopsis of each Administrative Directive and Informational Letter is also provided. Additionally, a listing of releases superseded during 1997 is included.

Kevin Kelley
Policy Communications Unit

ATTACHMENT A

- ATTACHMENT I Numerical Listing of Administrative Directives Released in 1997 - (Available on-line)
- ATTACHMENT II Program-Specific Listing of Administrative Directives Released in 1997 - (Available on-line)
- ATTACHMENT III Numerical Listing of Informational Letters Released in 1997 - (Available on-line)
- ATTACHMENT IV Program-Specific Listing of Informational Letters Released in 1997 - (Available on-line)
- ATTACHMENT V Listing of Releases Superseded in 1997 - (Available on-line)

ADMINISTRATIVE DIRECTIVES

ADMINISTRATIVE DIRECTIVES ISSUED DURING 1997

DIVISION	TRANS #	TRANS DATE	SUBJECT
TA	97 ADM-1	01/14/97	FEDERAL COST-OF-LIVING ADJUSTMENT IN SOCIAL SECURITY AND SUPPLEMENTAL SECURITY INCOME (SSI) BENEFITS AND IMPACT ON DEPARTMENT PROGRAMS
S&CD	97 ADM-2	01/15/97	PROTECTIVE SERVICES FOR ADULTS (PSA): CHAPTER 395 OF THE LAWS OF 1995: ADULT ABUSE AMENDMENTS
TA	97 ADM-3	02/11/97	PROHIBITION AGAINST CONCURRENT BENEFITS
TA	97 ADM-4	02/28/97	CLARIFICATIONS OF VARIOUS FOOD STAMP WELFARE REFORM PROVISIONS
TA	97 ADM-5	03/11/97	OPTION TO EXTEND CERTIFICATION PERIODS FOR CERTAIN NON-CITIZEN FOOD STAMP RECIPIENTS
TA	97 ADM-6	03/17/97	IMMUNIZATION INFORMATION FOR PA APPLICANTS AND RECIPIENTS
TA/MSQI	97 ADM-7	03/27/97	PUBLIC ASSISTANCE TREATMENT OF SUPPORT COLLECTIONS; CALCULATION, ISSUANCE AND BUDGETING OF EXCESS SUPPORT PAYMENTS
TA	97 ADM-8	03/28/97	RECATORIZATION OF ADC AND CAP CASES AS A RESULT OF THE PERSONAL RESPONSIBILITY AND WORK OPPORTUNITY RECONCILIATION ACT (PRWORA)
S&CD	97 ADM-9	05/06/97	FOSTER CARE AND CHILD DAY CARE: POLICY ON THE PROVISION OF BOTH SERVICES BY AN INDIVIDUAL
OMM	97 ADM-10	05/13/97	PRESUMPTIVE MEDICAID ELIGIBILITY FOR NURSING FACILITY, HOSPICE, OR HOME HEALTH CARE SERVICES
DOL	97 ADM-11	05/16/97	ASSESSMENT REQUIREMENT FOR RECIPIENTS OF TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)

ADMINISTRATIVE DIRECTIVES ISSUED DURING 1997

DIVISION	TRANS #	TRANS DATE	SUBJECT
TA	97 ADM-12	05/27/97	PUBLIC ASSISTANCE AND MEDICAID FOR ALIENS LOSING SSI BENEFITS
MSQI	97 ADM-13	06/04/97	PROCEDURE FOR REQUESTING APPROVAL OF LOCAL EQUIVALENT FORMS
S&CD	97 ADM-14	06/27/97	REFERRAL OF A FREED CHILD TO NEW YORK STATE ADOPTION SERVICES
S&CD	97 ADM-15	07/24/97	FOSTER CARE: ASSESSMENT OF FOSTER CHILDREN FOR CAPACITY TO CONSENT AND HIV RISK; COUNSELING OF ADOLESCENTS; LEGAL CONSENT FOR HIV TESTING; DOCUMENTATION AND DISCLOSURE
DOL	97 ADM-16	08/06/97	FOOD STAMP ABAWD ELIGIBILITY REQUIREMENTS
TA	97 ADM-17	08/27/97	ELIMINATION OF THE CHILD CARE EARNED INCOME DISREGARD AND THE IMPLEMENTATION OF CHILD CARE PAYMENTS FOR PUBLIC ASSISTANCE CASES WITH EARNED INCOME
TA	97 ADM-18	09/11/97	STUDENT GRANTS AND SUPPORTIVE SERVICES BUDGETING (WILLIAMS VS. DOWLING)
MSQI	97 ADM-19	09/26/97	REPORTING AND MONITORING OF THE DSS-3214, FOOD STAMPS CLAIMS AGAINST HOUSEHOLDS REPORT
TA	97 ADM-20	10/24/97	FAMILY ASSISTANCE PROGRAM (WELFARE REFORM ACT OF 1997)
TA	97 ADM-21	10/24/97	SAFETY NET ASSISTANCE PROGRAM (WELFARE REFORM ACT OF 1997)
TA	97 ADM-22	10/24/97	ISSUED AS 97 ADM-23
TA	97 ADM-23	10/30/97	PUBLIC ASSISTANCE (FAMILY ASSISTANCE/SAFETY NET ASSISTANCE) CHANGES RESULTING FROM THE WELFARE REFORM ACT OF 1997

ADMINISTRATIVE DIRECTIVES ISSUED DURING 1997

DIVISION	TRANS #	TRANS DATE	SUBJECT
TA	97 ADM-24	11/19/97	CHILD ASSISTANCE PROGRAM (CAP): IMPACT OF THE WELFARE REFORM ACT OF 1997
TA	97 ADM-25	12/19/97	FOOD STAMP ELIGIBILITY OF NON-CITIZENS

ADMINISTRATIVE DIRECTIVES
Program Specific

DIVISION OF MANAGEMENT SUPPORT AND QUALITY IMPROVEMENT

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-13	06/04/97	PROCEDURE FOR REQUESTING APPROVAL OF LOCAL EQUIVALENT FORMS To introduce updated and simplified procedures for obtaining approval for the use of local equivalent forms in place of Department-mandated forms.
97 ADM-19	09/26/97	REPORTING AND MONITORING OF THE DSS-3214, FOOD STAMPS CLAIMS AGAINST HOUSEHOLDS REPORT To convey United States Department of Agriculture's (USDA) and the New York State Department of Social Services' (NYSDSS) initiative to improve Food Stamp claims management. USDA has also provided policy changes for terminating claims, and thresholds for establishing claims to assist Local Districts in managing their claims systems.

DIVISION OF SERVICES & COMMUNITY DEVELOPMENT

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-2	01/15/97	<p data-bbox="647 401 1430 457">PROTECTIVE SERVICES FOR ADULTS (PSA): CHAPTER 395 OF THE LAWS OF 1995: ADULT ABUSE AMENDMENTS</p> <p data-bbox="647 499 1430 680">To advise local social services districts of the steps that must be undertaken to implement the provisions of Chapter 395 of the Laws of 1995, which contains several provisions to strengthen the ability of the State and local governments to respond to the problem of adult/elder abuse.</p>
97 ADM-9	05/06/97	<p data-bbox="647 722 1430 779">FOSTER CARE AND CHILD DAY CARE: POLICY ON THE PROVISION OF BOTH SERVICES BY AN INDIVIDUAL</p> <p data-bbox="647 821 1430 968">To advise social services districts of the Department's policy regarding the dual approval of a home to provide both foster care and family day care (FDC) or group family day care (GFDC) services.</p>
97 ADM-14	06/27/97	<p data-bbox="647 1041 1430 1098">REFERRAL OF A FREED CHILD TO NEW YORK STATE ADOPTION SERVICES</p> <p data-bbox="647 1140 1430 1350">To advise social services districts of changes in Department regulations and policy related to the referral of foster children who are freed for adoption to New York State Adoption Services (NYSAS). These changes implement the provisions of Chapter 83 of the Laws of 1995 and Chapter 559 of the Laws of 1992.</p>
97 ADM-15	07/24/97	<p data-bbox="647 1392 1430 1507">FOSTER CARE: ASSESSMENT OF FOSTER CHILDREN FOR CAPACITY TO CONSENT AND HIV RISK; COUNSELING OF ADOLESCENTS; LEGAL CONSENT FOR HIV TESTING; DOCUMENTATION AND DISCLOSURE</p> <p data-bbox="647 1549 1430 1759">To provide guidance and set best practice standards for implementation New York State Department of Social Services regulations and policies requiring assessment of risk for human immunodeficiency virus (HIV) and the acquired immune deficiency syndrome (AIDS) in foster children.</p>

DIVISION OF TEMPORARY ASSISTANCE

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-1	01/14/97	<p>FEDERAL COST OF LIVING ADJUSTMENT IN SOCIAL SECURITY AND SUPPLEMENTAL SECURITY INCOME (SSI) BENEFITS AND IMPACT ON DEPARTMENT PROGRAMS</p> <p>To advise social services districts of:</p> <p>a) the January 1997 federal cost-of-living adjustment (COLA) in Social Security (RSDI) benefits, and its impact on PA, MA, SSI and FS;</p> <p>b) the pass-through of the January 1, 1997 federal COLA in federal Supplemental Security Income (SSI) benefits; and</p> <p>c) the impact of the increased SSI Congregate Care benefits levels and increased minimum personal needs allowances (PNAs).</p>
97 ADM-3	02/11/97	<p>PROHIBITION AGAINST CONCURRENT BENEFITS</p> <p>To inform social services districts in New York State (local districts) of the prohibition against providing concurrent benefits in multiple jurisdictions, or in a single jurisdiction.</p>
97 ADM-4	02/28/97	<p>CLARIFICATIONS OF VARIOUS FOOD STAMP WELFARE REFORM PROVISIONS</p> <p>To provide local districts with new information, corrections and clarification of the food stamp welfare reform changes.</p>
97 ADM-5	03/11/97	<p>OPTION TO EXTEND CERTIFICATION PERIODS FOR CERTAIN NON-CITIZEN FOOD STAMP RECIPIENTS</p> <p>To advise social services districts of a waiver from the United States Department of Agriculture (USDA) that permits extending the certification periods of certain non-citizen households until August 22, 1997.</p>

DIVISION OF TEMPORARY ASSISTANCE

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-6	03/17/97	<p data-bbox="646 464 1430 520">IMMUNIZATION INFORMATION FOR PA APPLICANTS AND RECIPIENTS</p> <p data-bbox="646 558 1430 741">Advises social services districts of a new requirement in Chapter 61 of the Laws of 1996 to provide immunization information to all applicants for and recipients of public assistance who have children five years of age or less.</p>
97 ADM-7	03/27/97	<p data-bbox="646 783 1430 869">PUBLIC ASSISTANCE TREATMENT OF SUPPORT COLLECTIONS; CALCULATION, ISSUANCE AND BUDGETING OF EXCESS SUPPORT PAYMENTS</p> <p data-bbox="646 909 1430 1125">Clarifies public assistance (PA) policy and procedures concerning budgeting of assigned support payments and redetermining recipients' PA eligibility using amounts of support collected. This release also transmits instructions for the calculation, issuance and budgeting of "excess support payments".</p>
97 ADM-8	03/28/97	<p data-bbox="646 1167 1430 1253">RECATEGORYIZATION OF ADC AND CAP CASES AS A RESULT OF THE PERSONAL RESPONSIBILITY AND WORK OPPORTUNITY RECONCILIATION ACT (PRWORA)</p> <p data-bbox="646 1293 1430 1509">Advises social services districts of the provisions and requirements of the Personal Responsibility and Work Opportunity Reconciliation Act as they relate to New York State's current public assistance programs and their impact, where applicable, on Medical Assistance (MA) eligibility.</p>
97 ADM-11	05/16/97	<p data-bbox="646 1551 1430 1638">DEPARTMENT OF LABOR WELFARE-TO-WORK UNIT ASSESSMENT REQUIRMENT FOR RECIPIENTS OF TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)</p> <p data-bbox="646 1677 1430 1791">To advise local social services districts of the requirement to conduct an employment assessment of all adult members of families receiving assistance under TANF.</p>

DIVISION OF TEMPORARY ASSISTANCE

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-12	05/27/97	PUBLIC ASSISTANCE AND MEDICAID FOR ALIENS LOSING SSI BENEFITS Advises social services districts of provisions and requirements included in emergency state funding legislation with regard to processing of applications for public assistance (PA) for aliens who are or will be terminated from Supplemental Security Income (SSI) as a result of implementation of federal Welfare Reform.
97 ADM-16	08/06/97	FOOD STAMP ABAWD ELIGIBILITY REQUIREMENTS To provide social services districts with policy necessary to effectively implement the food stamp eligibility requirement for Able-bodied Adults Without Dependents (ABAWDs) which was enacted as a part of federal welfare reform.
97 ADM-17	08/27/97	ELIMINATION OF THE CHILD CARE EARNED INCOME DISREGARD AND THE IMPLEMENTATION OF CHILD CARE PAYMENTS FOR PUBLIC ASSISTANCE CASES WITH EARNED INCOME Advises social services districts (SSDs) of a change in Social Service Law Section 131-a(5)(f) and procedures in regard to the provision of the child care earned income disregard given to employed caretaker relatives (Chapter 717 of the Laws of 1996).
97 ADM-18	09/11/97	STUDENT GRANTS AND SUPPORTIVE SERVICES BUDGETING (<u>WILLIAMS VS. DOWLING</u>) To advise social services districts (<u>SSDs</u>) (<u>except for the Human Resources Administration (HRA)</u> in New York City) of procedures they must now follow for Applicants/Recipients (A/Rs) as a result of the decision in the <u>Williams vs. Dowling</u> case.

DIVISION OF TEMPORARY ASSISTANCE

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-19	10/24/97	<p data-bbox="646 464 1430 520">FAMILY ASSISTANCE PROGRAM (WELFARE REFORM ACT OF 1997)</p> <p data-bbox="646 558 1430 743">Advises social services districts (SSDs) of the categorical eligibility requirements of the Family Assistance (FA) program, which is the new public assistance program that replaces the Aid to Families with Dependent Children (ADC) program.</p>
97 ADM-21	10/24/97	<p data-bbox="646 781 1430 837">SAFETY NET ASSISTANCE PROGRAM (WELFARE REFORM ACT OF 1997)</p> <p data-bbox="646 875 1430 999">Advises social services districts (SSDs) of the eligibility requirements of the Safety Net Assistance program. This new public assistance program replaces the former Home Relief program.</p>
97 ADM-23	10/30/97	<p data-bbox="646 1037 1430 1125">PUBLIC ASSISTANCE (FAMILY ASSISTANCE/SAFETY NET ASSISTANCE) CHANGES RESULTING FROM THE WELFARE REFORM ACT OF 1997</p> <p data-bbox="646 1163 1430 1346">Advises social services districts (SSDs) of the provisions and requirements of the 1997/98 State Budget and the Welfare Reform Act (WRA) of 1997 as they relate to public assistance programs and their impact, where applicable, on Food Stamp (FS) and Medical Assistance (MA) eligibility.</p>
97 ADM-24	11/19/97	<p data-bbox="646 1383 1430 1440">CHILD ASSISTANCE PROGRAM (CAP): IMPACT OF THE WELFARE REFORM ACT OF 1997</p> <p data-bbox="646 1478 1430 1602">Advises Social Services Districts (SSDs) of the policy changes and required action for the Child Assistance Program (CAP) resulting from the "Welfare Reform Act of 1997" (WRA).</p>
97 ADM-25	12/19/97	<p data-bbox="646 1640 1430 1665">FOOD STAMP ELIGIBILITY OF NON-CITIZENS</p> <p data-bbox="646 1703 1430 1793">To provide social services districts with additional information on the food stamp eligibility of non-citizens.</p>

OFFICE OF MEDICAID MANAGEMENT

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 ADM-10	05/13/97	PRESUMPTIVE MEDICAID ELIGIBILITY FOR NURSING FACILITY, HOSPICE, OR HOME HEALTH CARE SERVICES Informs social services districts of required action as a result of the enactment of Chapter 693 of the Laws of 1996, which expands presumptive Medicaid eligibility to certain hospitalized persons who are awaiting discharge and will require nursing facility or hospice care.

INFORMATIONAL LETTERS

INFORMATIONAL LETTERS ISSUED DURING 1997

DIVISION	TRANS #	TRANS DATE	SUBJECT
COMM	97 INF-1	01/09/97	ANNUAL INDEX OF ADMINISTRATIVE DIRECTIVES, INFORMATIONAL LETTERS AND MANUAL BULLETINS FOR 1996
S&CD	97 INF-2	01/10/97	PROTECTIVE SERVICES FOR ADULTS (PSA): CHAPTER 353, LAWS OF 1996: STRENGTHENED PENALTIES FOR THE VIOLATION OF ORDERS OF PROTECTION
TA	97 INF-3	01/14/97	THE 1997 NEW YORK STATE AND FEDERAL EARNED INCOME CREDIT CAMPAIGN
TA	97 INF-4	01/14/97	TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) STATE PLAN
S&CD	97 INF-5	01/28/97	CONSOLIDATED SERVICES PLAN: 1997 INCOME ELIGIBILITY STANDARDS
TA	97 INF-6	03/31/97	DISTRICT OF FISCAL RESPONSIBILITY
TA	97 INF-7	4/29/97	REVISION OF DSS-3604: "NOTIFICATION OF ADC CHANGE"
SSIS	97 INF-8	06/11/97	SUPPLEMENTAL CONNECTIONS EQUIPMENT
TA	97 INF-9	07/03/97	AUTOMATED FINGER IMAGING SYSTEM (AFIS) POLICY CLARIFICATIONS
MSQI	97 INF-10	08/22/97	STATE ASSUMPTION OF LOCAL DISTRICTS' SHARE OF SUPPLEMENTAL PAYMENTS
TA	97 INF-11	09/03/97	REVISION OF "NOTICE OF RESPONSIBILITIES AND RIGHTS FOR SUPPORT" (DSS-4279)
TA	97 INF-12	09/10/97	REVISION OF THE QUARTERLY REPORT (DSS-4310) AND THE FOLLOW-UP TO THE QUARTERLY REPORT (DSS-4310A) AND (DSS-4310A NYC)
TA	97 INF-13	09/25/97	REVISION OF "FOOD STAMP SEPARATE DETERMINATION INPUT FORM" (DSS-3558)

INFORMATIONAL LETTERS ISSUED DURING 1997

DIVISION	TRANS #	TRANS DATE	SUBJECT
TA	97 INF-14	09/26/97	OBSOLETE FORM: DSS-4232: "JOBS (JOB OPPORTUNITIES AND BASIC SKILLS TRAINING PROGRAM)" FORM
TA	97 INF-15	10/03/97	FOOD STAMPS: EXPEDITED FOOD STAMP SCREENING SHEET (DSS-3938) (REV. 2/97)
TA	97 INF-16	10/13/97	MODEL DRUG AND/OR ALCOHOL ASSESSMENT FORM FOR PUBLIC ASSISTANCE
TA	97 INF-17	11/14/97	DSS-4148D: SUPPLEMENT TO CLIENT INFORMATION BOOKS DSS-4148A, 4148B AND 4148C
OLA	97 INF-18	11/20/97	DIGEST OF LAWS OF 1997 RELATING TO SOCIAL SERVICES

INFORMATIONAL LETTERS
Program Specific

OFFICE OF THE COMMISSIONER

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-1	01/08/96	ANNUAL INDEX OF ADMINISTRATIVE DIRECTIVES AND INFORMATIONAL LETTERS FOR 1996 Provides local district staff with a desk reference index to Administrative Directives, and Informational Letters issued in 1996.

SYSTEMS SUPPORT AND INFORMATION SERVICES

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-8	06/11/97	SUPPLEMENTAL CONNECTIONS EQUIPMENT
		To inform that all baseline activities, including equipment acquisitions, have been completed for the CONNECTIONS network.

MANAGEMENT SUPPORT AND QUALITY IMPROVEMENT

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-10	08/22/97	STATE ASSUMPTION OF LOCAL DISTRICTS' SHARE OF SUPPLEMENTAL PAYMENTS Informs you that Chapter 111 of the Laws of 1997 amended Section 212 of the Social Services Law to extend the State's assumption of the local districts' share of the Supplemental Security Income (SSI) supplemental payments.

DIVISION OF SERVICES & COMMUNITY DEVELOPMENT

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-2	01/10/97	PROTECTIVE SERVICES FOR ADULTS (PSA): CHAPTER 353, LAWS OF 1996: STRENGTHENED PENALTIES FOR THE VIOLATION OF ORDERS OF PROTECTION To inform you about the provisions of Chapter 353 of the Laws of 1996, which became effective on September 1, 1996.
97 INF-5	01/28/97	CONSOLIDATED SERVICES PLAN: 1997 INCOME ELIGIBILITY STANDARDS To transmit the 1997 income standards to be used in determining eligibility for services.

DIVISION OF TEMPORARY ASSISTANCE

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-3	01/14/97	THE 1997 NEW YORK STATE AND FEDERAL EARNED INCOME CREDIT CAMPAIGN For tax year 1996, there are no significant changes to the federal Earned Income Credit program from previous years. The state EIC however, has been increased. It is now 20% of the federal EIC. Most important, the EIC continues to be a tax benefit that is available to employed public assistance and food stamp recipients that will not affect their eligibility for benefits.
97 INF-4	01/14/97	TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) STATE PLAN To provide districts with notice of the changes that will result under the new State Plan.
97 INF-6	03/31/97	DISTRICT OF FISCAL RESPONSIBILITY To clarify policy regarding District of Fiscal Responsibility (DFR) for local districts and 2) to provide each local district with some tools to use in the determination of which district in the State is fiscally responsible for an applicant/recipient of Public Assistance physically located in the district.
97 INF-7	04/29/97	REVISION OF DSS-3604: "NOTIFICATION OF ADC CHANGE" To notify local districts of the revisions to form DSS-3604: "Notification of ADC Change".
97 INF-9	07/03/97	AUTOMATED FINGER IMAGING SYSTEM (AFIS) POLICY CLARIFICATIONS To clarify Department policy on various Automated Finger Imaging System (AFIS) procedures.

DIVISION OF TEMPORARY ASSISTANCE

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-11	09/03/97	REVISION OF "NOTICE OF RESPONSIBILITIES AND RIGHTS FOR SUPPORT" (DSS-4279)
		To introduce revisions to the DSS-4279: "Notice of Responsibilities and Rights for Support" (Rev. 2/97) and its Spanish version (DSS-4279S).
97 INF-12	09/10/97	REVISION OF THE QUARTERLY REPORT (DSS-4310) AND THE FOLLOW-UP TO THE QUARTERLY REPORT (DSS-4310A) AND (DSS-4310A NYC)
		To introduce the revised mandated forms used for the Quarterly Reporting process.
97 INF-13	09/25/97	REVISION OF "FOOD STAMP SEPARATE DETERMINATION INPUT FORM" (DSS-3558)
		Introduces the revised DSS-3558: "Food Stamp Separate Determination Form"
97 INF-14	09/26/97	OBSOLETE FORM: DSS-4232: "JOBS (JOB OPPORTUNITIES AND BASIC SKILLS TRAINING PROGRAM)" FORM
		To notify local districts that the following form is now obsolete: DSS-4232 (Rev. 11/94): "JOBS (Job Opportunities and Basic Skills Training Program)" form.
97 INF-15	10/03/97	FOOD STAMPS: EXPEDITED FOOD STAMP SCREENING SHEET (DSS-3938) (REV. 2/97)
		To introduce the revised DSS-3938: "Expedited Food Stamp Screening Sheet" (Rev. 2/97). A copy of the new form is attached.
97 INF-16	11/13/97	MODEL DRUG AND/OR ALCOHOL ASSESSMENT FORM FOR PUBLIC ASSISTANCE
		To transmit a model "Pre-Treatment Drug and/or Alcohol Assessment Form" which districts may use to conduct the mandated Drug and/or Alcohol assessments of certain public assistance applicants and recipients.

DIVISION OF LEGAL AFFAIRS

TRANS #	TRANS DATE	SUBJECT & PURPOSE
97 INF-17	11/14/97	DSS-4148D: SUPPLEMENT TO CLIENT INFORMATION BOOKS DSS-4148A, 4148B AND 4148C Introduce a supplement that must be given out with the Client Information Books, DSS-4148A, DSS-4148B, and DSS-4148C.
97 INF-18	11/20/97	DIGEST OF LAWS OF 1997 RELATING TO SOCIAL SERVICES To highlight provisions of the Laws of 1997 and to direct interested persons to the appropriate provisions of the law.

RELEASES SUPERSEDED IN 1997

RELEASES SUPERSEDED IN 1997

CANCELLED RELEASES

95 ADM-23

94 ADM-19

87 ADM-38

88 ADM-14

92 ADM-34

97 ADM-22

97 ADM-12

96 ADM-13

AUTHORIZED BY

97 ADM-1

97 ADM-9

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