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Governor

NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY
ASSISTANCE
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Commissioner

Informational Letter

Section 1

Transmittal:	09-INF-06
To:	Local District Commissioners
Issuing Division/Office:	Division of Operations and Program Support
Date:	March 13, 2009
Subject:	Revisions to the LDSS-4148B - <u>What You Should Know About Social Services Programs – Book 2</u>
Suggested Distribution:	Temporary Assistance Directors Food Stamp Directors Medicaid Directors Directors of Services CAP Coordinators Staff Development Coordinators Child Support Enforcement Coordinators Employment Coordinators Forms Coordinators
Contact Person(s):	Forms Questions: Jacqueline Brace, Document Services and Operational Support: (518) 474-9522 Program Questions: Temporary Assistance - (518) 474-9344 or 1(800) 343-8859 EBT – Bureau of EBT Services at 1-800-343-8859, ext. 3-0332 Food Stamp Bureau - (518) 473-1469 HEAP - (518) 473-0332 Metro Region - (212) 961-8207 WMS Questions: (518) 474-8749 Office of Health Insurance Programs - Medicaid Services, Local District Liaison: Upstate: (519) 474-8887 New York City: (212) 714-4500
Attachments:	LDSS-4148B
Attachment Available On – Line:	<input checked="" type="checkbox"/>

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
07 ADM-10 07 ADM-09 99 ADM-05 93 ADM-89 92 ADM-26 91 ADM-44 91 ADM-40 91 ADM-37 91 ADM-29 91 ADM-22 90 ADM-42 90 ADM-41 90 ADM-27 90 ADM-09 89 ADM-45 89 ADM-06 86 ADM-13 86 ADM-07 85 ADM-45 85 ADM-08 76 ADM-09 03 INF-09 01 INF-16 97 INF-17 93 INF-26 92 INF-12 91 INF-60 91 INF-12 89 INF-55 88 INF-83 88 INF-39 87 INF-37 87 INF-30 86 INF-35		18 NYCRR 385 18 NYCRR 387.2	SSL 330-342 CFR 273.2 (b) & (c)	TA & FS Employment Policy Manual PASB MARG	95 LCM-87 95 LCM-68 90 LCM-45 90 LCM-30 GIS 94-MA /MA/004/005GIS 89-IM/DC017

Section 2

I. Purpose

The purpose of this Informational Letter (INF) is to inform local districts that the following publication has been revised:

LDSS-4148B (Rev. 12/08): What You Should Know About Social Services Programs – Book 2

II. Background

The LDSS-4148B provides information in a Question and Answer format about social services programs and supports including, but not limited to, temporary assistance, medical assistance, food stamp benefits, transitional help, child welfare services, child care, related program services including child support, and other programs and services.

III. Program Implications

Districts should ensure that individuals receive the LDSS-4148B at application, recertification and upon request.

IV. Forms Ordering Information:

- The revised 12/08 version of the LDSS-4148B will be available and stocked in the Albany and New York City Warehouses. Your district will automatically receive copies in approximately 4 to 6 weeks. Any previous versions must be destroyed.
- Translated language versions of the LDSS-4148B will be available shortly.
- Any future requests for printed copies of the 12/08 version of the LDSS 4148B should be submitted on an OTDA-876 "Request For Forms or Publications" and sent to:

Office of Temporary and Disability Assistance
BMS Document Services and Operational Support
P.O. Box 1990
Albany, New York 12201

OR

Download and complete OTDA-876 Form (http://otda.state.nyenet/psqi/eforms/OTDA-876-Req_For_Documents_or_Publications.dot) and e-mail form to gg7359@dfa.state.ny.us.

Questions concerning ordering forms should be directed to BMS Document Services at 1-800-343-8859, ext. 4-9522.

- For a complete list of available forms, please refer to the OTDA Intranet site: http://otda.state.nyenet/ldss_eforms/default.htm .

Issued By

Name: John M. Paolucci
Title: Deputy Commissioner
Division/Office: Division of Operations and Program Support