



**NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY
ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NY 12243-0001
David A. Paterson
Governor**

Informational Letter

Section 1

Transmittal:	10-INF-01
To:	Local District Commissioners
Issuing Division/Office:	Division of Operations and Program Support
Date:	February 3, 2010
Subject:	Revisions to the LDSS-4148C “What You Should Know If You Have An Emergency, Questions and Answers Book- 3” (Rev.10/09)
Suggested Distribution:	Temporary Assistance Directors Food Stamp Directors Directors of Services CAP Coordinators Child Support Enforcement Coordinators Forms Coordinators
Contact Person(s):	Jacqueline Brace, Bureau of Management Services: (518) 474-9489 OTDA Program Questions: Temporary Assistance Bureau – (518) 474-9344 or 1(800)343-8859 Food Stamp Bureau – (518) 473-1469 HEAP Bureau – (518) 473-1469 DOH Questions: Office of Health Insurance Programs – Medicaid Services Local District Liaison: Upstate: (518) 474-8887 New York City: (212) 714-7450 OCFS Questions concerning this release should be directed to the appropriate Regional Office: Buffalo Regional Office – Mary Miller (716) 847-3145 Mary.Miller@ocfs.state.ny.us Rochester Regional Office – Linda Kurtz (585) 238-8201 Linda.Kurtz@ocfs.state.ny.us

	Syracuse Regional Office – Jack Klump (315) 423-1200 Jack.Klump@ocfs.state.ny.us Albany Regional Office – Kerri Barber (518) 486-7078 Kerri.Barber@ocfs.state.ny.us Spring Valley Regional Office – Pat Sheehy (845) 708-2498 Patricia.Sheehy@ocfs.state.ny.us NYC Regional Office – Patricia Beresford (212) 383-4873 Patricia.Beresford@ocfs.state.ny.us Native American Services – Kim Thomas (716) 847-3123 Kim.Thomas@ocfs.state.ny.us
Attachments:	Attachment 1- LDSS 4148C
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.
03 ADM-11 93 ADM- 39 90 ADM-45 90 ADM-41 90 ADM-08 86 ADM-07 09 INF-17 03 INF-37 03 INF-09 01 INF-16 97 INF-17 91 INF-60		18 NYCRR 355,370.3, 372,397	SSL 330- 342,131,300, 350-j		GIS 09/DC033, 09/DC003

Section 2

I. Purpose

The purpose of this release is to inform local districts that the following publication has been revised (copies attached):

LDSS-4148C (Rev 10/09): What You Should Know If You Have An Emergency – Book 3

II. Background

The LDSS-4148C provides information in a Question and Answer format to aid and assist with emergency situations.

III. Program Implications

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

IV. Forms Ordering Information:

The revised 10/09 version of the LDSS-4148C will be available and stocked in the Albany and New York City warehouses. Your district will automatically receive copies in approximately 6 to 7 weeks. Any previous versions must be destroyed.

- Translated language versions of the LDSS-4148C will be available shortly.
- Any future request for printed copies of the 10/09 version of the LDSS 4148C 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

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

- Documents also may be ordered via the OTDA Intranet. To order the form you may obtain an OTDA-876 electronically by going to the OTDA Intranet Website at <http://otda.state.nyenet/>, then to Division of Operations and Program Support page and then to OPS E-Forms page which contains the electronic OTDA-876. For a complete listing of available forms, please refer to OTDA Intranet site: http://otda.state.nycnet/ldss_eforms/default.htm.
- For those who do not have OTDA Intranet access, the email address to request materials is gg7359@dfa.state.ny.us.

Issued By

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