



FAMILY INDEPENDENCE ADMINISTRATION
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POLICY BULLETIN #04-113-OPE

TRANSLATION OF SELECTED FIA FORMS

Date: June 29, 2004	Subtopic: Forms
<p><input type="checkbox"/> This procedure can now be accessed on the FIAweb.</p> <p><input type="checkbox"/> Forms can now be accessed through Print on Demand at all Job Centers.</p>	<p>HRA is in the process of translating selected applicant/participant forms into multiple languages to fulfill the requirements of Local Law 73. Under Local Law 73, applicant/participant notices which may affect benefits must be translated into the following five languages: Arabic, Chinese, Haitian Creole, Korean and Russian.</p> <p><u>Please note:</u> this differs from the eight languages that are required translations under the <u>Ramirez</u> lawsuit. French, Vietnamese and Yiddish translations, which are required under the <u>Ramirez</u> lawsuit, are not required under Local Law 73.</p> <p>The attached forms have been translated and are available on the FIAweb. Center Directors must ensure the forms are available and that they are used appropriately.</p> <p>Workers must provide both the foreign language and the English version of a form to applicants/participants whose primary reading language is one of the languages translated.</p> <p>For assistance accessing the FIAweb, contact your Center's Computer Liaison.</p> <p>For Print on Demand training, call (718) 246-3693. For Print on Demand equipment assistance, call (212) 331-4977.</p> <p><i>Effective Immediately</i></p> <p>Attachment: List of Translated Forms</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 2 at the prompt followed by 765 or
send an e-mail to *FIA Call Center*

List of Translated Forms

Form Number/Date	Form Title
W-456AA (A) 6/25/04	Referral for Assessment at Substance Abuse Service Center (SASC)
W-456AA (C) 6/25/04	
W-456AA (D) 6/25/04	
W-456AA (K) 6/25/04	
W-456AA (R) 6/25/04	