



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #05-56-OPE

BEGIN REFERRAL LETTER FOR PRIDE PARTICIPANTS

Date: March 24, 2005	Subtopic(s): Forms
<p> This procedure can now be accessed on the FIAweb.</p> <p> Please use Print on Demand to obtain copies of forms.</p>	<p>The purpose of this policy bulletin is to inform staff that a new referral letter, BEGIN Reassessment Referral Letter (EXP-78FF) has been developed for Personal Roads for Individual Development and Employment (PRIDE) program participants.</p> <p>The EXP-78FF will be used to refer certain PRIDE participants to the Begin Employment Gain Independence Now (BEGIN) program for reassessment.</p> <p>Samples of the form are attached.</p> <p><i>Effective Immediately</i></p> <p>Attachments:</p> <p>EXP-78FF BEGIN Reassessment Referral Letter EXP-78FF(S) BEGIN Reassessment Referral Letter (Spanish)</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*



Date: _____
Case Number: _____
Case Name: _____

BEGIN Reassessment Referral Letter

A review of your case by your Personal Roads for Individual Development and Employment (PRIDE) vendor has determined that you have progressed to the point where another program may be better suited to meet your employment needs. Thus you have been scheduled for an appointment at Begin Employment Gain Independence Now (BEGIN) Reassessment.

The BEGIN caseworker will assess your education and work experience as well as your employment goals. The worker will also assist you in identifying the program most suited to your employment needs.

Appointment Date: _____ Time: 9:00AM Telephone Number: (212) 868-0571

Location: **THE BEGIN REASSESSMENT UNIT: 450 West 41st Street, 5th Floor
Manhattan, New York City**

Travel Directions: Trains: 1, 9, 2, 3 to 42nd Street & Times Square or A to 42nd Street and 8th Avenue or 4, 5, 6 to 42nd Street & Grand Central, then take the Shuttle Train to Times Square. Walk west to 41st Street between 9th & 10th Avenue. Buses: #11 downtown on 9th Avenue to 42nd Street or #11 uptown on 10th Avenue to 42nd Street or Crosstown #42 to 10th Avenue.

This is a mandatory engagement appointment. Failure to comply with this appointment may result in the reduction of your public assistance benefits.



Fecha: _____

Número del Caso: _____

Nombre del Caso: _____

Carta de Envío a Reevaluación de BEGIN

Después de haber repasado su caso, el contratista de PRIDE (Personal Roads for Individual Development and Employment) ha determinado que usted ya ha progresado a un nivel suficiente para entrar en otro programa más apropiado para ayudarlo en lo que usted necesita para su búsqueda de empleo. Por lo tanto, se le ha programado una cita para ser reevaluado(a) con el programa BEGIN (Begin Employment Gain Independence Now).

Durante la cita, un trabajador de BEGIN evaluará su educación, experiencia laboral y las metas que usted ha establecido para conseguir empleo. El trabajador también le ayudará a buscar el tipo de programa más adecuado para sus necesidades de empleo.

Fecha de la Cita: _____

Hora: 9:00AM

Número de Teléfono: (212) 868-0571

Local: **THE BEGIN REASSESSMENT UNIT: 450 West 41st Street, 5to Piso
Manhattan, New York City**

Indicaciones de Viaje: Trenes: 1, 9, 2, 3 a 42nd Street & Times Square o el A hasta 42nd Street & 8th Avenue o el 4, 5, 6 hasta 42nd Street & Grand Central, luego tome el Shuttle a Times Square. Camine hacia el oeste hasta la 41st Street entre 9th & 10th Avenue. Autobuses: #11 downtown en la 9th Avenue hasta 42nd Street o el #11 de uptown en la 10th Avenue hasta 42nd Street o el Autobús Crosstown #42 hasta la 10th Avenue.

Esta cita de participación es obligatoria. El no acudir a esta cita puede resultar en la reducción de sus beneficios de asistencia pública.