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| LOCAL COMMISSIONERS MEMORANDUM |
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DSS-4037EL (Rev. 9/89)

Transmittal No: 95 LCM-121

Date: October 24, 1995

Division: Services &
Community
Development

TO: Local District Commissioners

SUBJECT: Child Protective Service Manual Update: 95-1

ATTACHMENTS: no attachments

Shortly, you will be receiving printed copies of Child Protective Service Manual Update 95-1. The purpose of this memorandum is to provide you with additional information about the manual update.

First, the update is a total reprint of the CPS Program Manual. Reprinting was necessary when the manual was reformatted to be placed onto the Department's OFISLINK System. In the near future, manual users will be able to access it through the OFISLINK electronic library.

Second, due to budget constraints it was necessary to reduce the total number of updates printed and distributed. However, our allocation methodology has made the smallest reductions to local social services districts. We have made larger reductions to Department and other users that do not provide direct child protective services.

If you have any questions regarding the information in this LCM, please call Jack Nabozny at 1-800-345-5437, ext. 4-9579 or directly at (518) 474-9579, User ID# 90a132

Sincerely,

Donald K. Smith