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| LOCAL COMMISSIONERS MEMORANDUM |
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Transmittal No: 90 LCM-38

Date: March 20, 1990

Division: Family and Children
Services

TO: Local District Commissioners

SUBJECT: Preventive Services Program Manual

ATTACHMENTS: There are no attachments to this LCM.

The purpose of this memorandum is to notify you that the Department has completed and will be making an initial distribution of a PREVENTIVE SERVICES PROGRAM MANUAL. This Manual consolidates in one comprehensive reference guide the statutory and regulatory requirements, policy directives and other communications and guidelines issued by the Department relating to the provision of Preventive Services to children and families.

An initial distribution of manuals to each local social services district is being shipped to arrive on or about April 1, 1990. If you do not receive this initial shipment by April 15, 1990, please contact Mr. Samuel Fisher, 1-800-342-3715, extension 4-9606.

The number of copies in the initial distribution is based on each local district's response to a Department survey requesting an indication of the number of Preventive Services workers in the district and/or the number of copies of the Manuals needed. Instructions for requesting additional copies of the Manual will accompany the initial shipment.

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I believe this manual will be a valuable resource and reference document. I look forward to your responses as you use it and to any comments you may have for making it a continuing valuable tool in our program of providing Preventive Services to children and families.

Joseph Semidei
Deputy Commissioner
Division of Family
and Children Services