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

Transmittal No: 91 LCM-21

Date: February 13, 1991

Division: Administration

TO: Local District Commissioners

SUBJECT: Mandated Protective Services for Adults Training

ATTACHMENTS: Form A: Protective Services for Adults - Staff
Training Status (Not Available On-Line)

Form B: Protective Services for Adults - Staff Employ-
ment Status (Not Available On-Line)

As you know, there are new requirements regarding the training of protective services for adults workers and supervisors. These requirements were communicated to local districts via 90 LCM-154. Briefly stated, they require that newly hired PSA workers and supervisors attend a basic training institute and training on the legal aspects of PSA and that new PSA supervisors attend PSA supervision training. To monitor local district adherence to these training requirements, the Department has developed a reporting system. The system is modeled after the Child Protective Services training report format, which has worked well.

The forms to be used are easy to complete and can be filed along with the district's quarterly training report. Attached are copies of the forms and instructions for their completion. Additional copies are being sent to your staff development office.

If you have any questions regarding this memorandum, please contact Mary Ann Miller in the Office of Human Resource Development at (518)473-0860.

Nelson M. Weinstock
Deputy Commissioner
for Administration