



CHANGE NOTICE FOR MANUAL

DATE: February 1, 2004

MANUAL: WORK FIRST MANUAL

CHANGE NO.: 01-2004 Dated February 1, 2004

TO: County Directors of Social Services

EFFECTIVE: Immediately, make the following changes to the Work First Manual.

I. BACKGROUND

DSS Administrative Letter No. 06-2003, issued April 1, 2003 added the

DSS-8227 to policy with instructions to give a copy of this notice to all applicants and/or individuals who inquire about the receipt of Work First Cash Assistance as well as other services. The DSS-8227 has been re-named and updated to include information concerning eligibility of battered immigrants.

II. SPECIFIC CHANGES

Work First manual Section 101, II Reception

A. All applicants and/ or individuals who inquire about receipt of Work First are provided with the DSS-8227, Immigrant Access Notice. (Figure2)

III. IMPLEMENTATION INSTRUCTIONS

This change is effective immediately and makes obsolete DSS Administrative Letter No. 06-2003 Economic Independence.

IV. INSTRUCTIONS FOR MAINTENANCE OF THE WORK FIRST MANUAL

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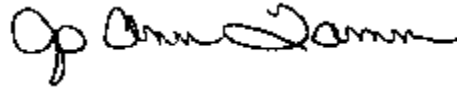
Section Pages Section Pages

101 1 - 2 101 1 - 2

Figure 2

If you have any questions, please contact your Work First Representative.

Sincerely,

A handwritten signature in black ink, appearing to read "Jo Ann Lamm". The signature is fluid and cursive, with the first name "Jo" being particularly prominent.

Jo Ann Lamm, Program Administrator

Family Support & Child Welfare Services section

dak

[WF 101](#)