

DSS-4357EL

WGIUPD

GENERAL INFORMATION SYSTEM
DIVISION: Temporary Assistance

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GIS 98 TA/DC004

TO: Local District Commissioners, IM Directors, FS Directors, HEAP
Liaisons
FROM: Patricia A. Stevens, Deputy Commissioner, Division of Temporary
Assistance
SUBJECT: Cancellation of 98 INF-2, Revised Request for Voluntary
Restriction Form (DSS-4580 Rev. 12/97)

EFFECTIVE DATE: Immediately

CONTACT PERSON: Regional Representatives: Region I: 518-473-0332;
Region II: 518-474-9344; Region III: 518-474-9307;
Region IV: 518-474-9300; Region V: 518-474-1469;
Region VI: 212-383-1658

This is to inform social services districts (SSDs) that 98 INF-2, "Revised Request for Voluntary Restriction Form (DSS 4580 Rev. 12/97)", issued January 6, 1998, is cancelled and the form attached to the INF should not be used. We are in the process of clarifying the policy regarding restrictions and will issue instructions with a revised form as soon as possible.

In the interim, when a recipient requests a voluntary restriction, SSDs should follow policies and utilize forms which were in use prior to the release of 98 INF-2, as described in the Public Assistance Source Book (PASB), Section XVII.

Additionally, SSDs must continue to obtain the written consent of non-cash Safety Net Assistance (SNA) recipients which request their entire domestic energy/heating bill to be paid.

Questions concerning this message should be referred to your regional representative.