

Office of Administrative Hearings (OAH) Procedures Transmittal			Transmittal Number: 04-11
Distribution:			Date: November 17, 2004
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ALB OAH Staff <input checked="" type="checkbox"/>	UPS ALJs <input type="checkbox"/>	Upstate LDSS <input type="checkbox"/>	Subject: Closing of Job Center 19 Yorkville and NPA FS 19 Move
	SUP ALJs <input type="checkbox"/>		
NYC OAH Staff <input checked="" type="checkbox"/>	NYC ALJs <input checked="" type="checkbox"/>	NYC Agencies <input checked="" type="checkbox"/>	
	SUP ALJs <input checked="" type="checkbox"/>	(NHRA Only)	

Effective November 5, 2004, Job Center 19, Yorkville, closed. Clients were assigned to various centers by zip code in accordance with the following instructions from the NYC Human Resources Administration. Job Center 19, Yorkville, cases were reassigned based on zip codes as follows:

10018, 10019, 10036	has been assigned to Waverly Center #13
10035, 10028	has been assigned to East End Center #23
10025, 10037	has been assigned to Hamilton Center #28

10038, 10010, 10016, 10017, 10021, 10022, 10012, and 10013	has been assigned to Seaport Center #80
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Effective Monday, October 18, 2004, an edit was placed on the Fair Hearing Information System (FHIS) to prevent the entry of N019 in the agency field. When processing requests from previous N019 clients, Communications Intake Unit staff should refer to the above information to select and enter in the agency field the proper center as determined by zip code.

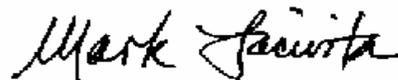
Also, effective November 5, 2004, NPA FS Center F19 moved into the same building as Job Center 13, Waverly, but will maintain its own caseload. NPAFS F19 will handle the following zip codes:

10001-10014, 10016-10020, 10022, 10036, 10038, 10047 10048

When processing requests from F19 clients, NF19 should be entered in the agency field. This will result in notification to F19 at their new location.

Any Job Center 19 cases with zip codes other than those indicated above, can be checked against the standard zip code guide.

If there are any questions with respect to this transmittal, you may contact your supervisor or Sue Fiehl at (518) 473-4779 or via email 90J029@dfa.state.ny.us.



Mark Lacivita, Director of Administration
Office of Administrative Hearings