| Office of Administrative Hearings (OAH) | Transmittal Number: 97-37 |
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| Procedures Transmittal | Date: October 16, 1997 |
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Distribution:

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| ALB OAH Staff [X] | UPS ALJs/ [ ] | Upstate LDSS [X] | Subject: Change of Contact, NYS Office of Mental Health (OMH1) |
| | SUP ALJs [ ] | (OMH1 only) | |
| NYC OAH Staff [X] | NYC ALJs/ [ ] | NYC Agencies [ ] | |
| | SUP ALJs [ ] | | |

Please make note of the change of contact for cases involving Home and Community Based Services Waivers for Children and Adolescents with Serious Emotional Disturbance administered by the NYS Office of Mental Health, Bureau of Family and Children Services (OMH1). This individual will replace Angela Keller in that role until a permanent replacement is named. Please correct your records to reflect the change for cases coded with agency designation OMH1, issue code 296, as further explained in OAH Transmittal 97-04, dated January 30, 1997.

As indicated in that transmittal, these requests should continue to be coded, entered into the FHIS UNAPPROVED, and brought to the attention of William Garren in our NYC Regional Office at 80 Centre Street or Louise Finkell at Albany Central Office by providing them with a screenprint. Be sure to note in the Comments, "Request referred to William Garren (or Louise Finkell)". Correspondence or Fax requests need not be entered into FHIS but can be given directly to Mr. Garren or Ms. Finkell. All Home and Community Based Services Waiver-related requests will in turn be shared with Phil Nostramo, for final determination as to whether the issue is hearable.

| Previous Contact Person | New Contact Person |
|---|---|
| NYS Office of Mental Health | NYS Office of Mental Health |
| Bureau of Family and Children Services | Bureau of Children & Families |
| Attn: Angela Keller | Attn: Erlinda Rejino |
| 44 Holland Avenue | 44 Holland Avenue |
| Albany, New York 12208 | Albany, New York 12208 |
| Telephone: 518-474-8394 | Telephone: 518-474-8394 |
| Fax: 518-473-4335 | Fax: 518-473-4335 |

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Mark Lacivita, Director of Administration
Office of Administrative Hearings