

January 17, 2020

# GENERAL LETTER NO. 18-C(7)-1

- ISSUED BY: Bureau of Child Welfare and Community Services Division of Adult, Children and Family Services
- SUBJECT: Employees' Manual, Title 18, Chapter C(7), *Family-Life Home Services*, Title page, new; Contents (page 1), new; and pages 1 through 17, new.

## Summary

The content of Employees' Manual, Title 16, Chapter I, *Family-Life Home Services*, has moved to Title 18, Chapter C(7). The content is also revised to:

- Update terms and references.
- Include program administration summary.
- Add program definitions.
- Update and clarify the application process, approval process, review, and certification process to reflect current procedures and requirements.

# Effective Date

Immediately.

### Material Superseded

None.

### Additional Information

Refer questions about this general letter to your area service administrator.