

# PENNSYLVANIA BULLETIN

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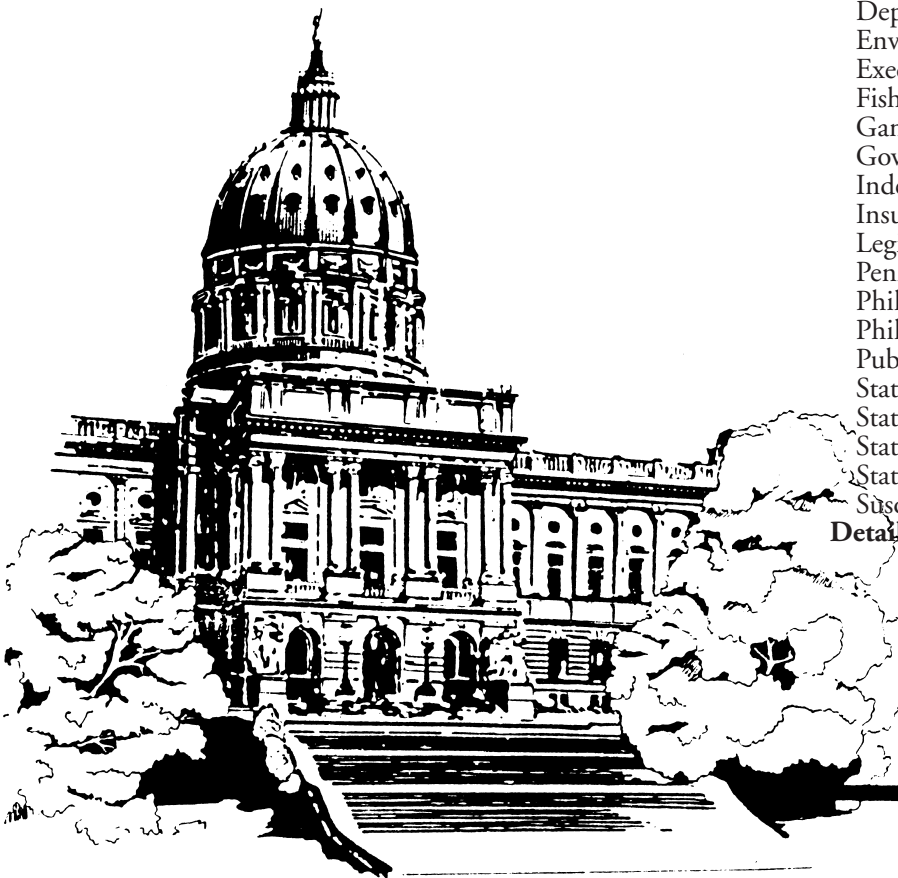
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Catalog of Nonregulatory  
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**Latest Pennsylvania Code Reporter  
(Master Transmittal Sheet):**

**No. 501, August 2016**

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# READER'S GUIDE TO THE *PENNSYLVANIA BULLETIN* AND THE *PENNSYLVANIA CODE*

## *Pennsylvania Bulletin*

The *Pennsylvania Bulletin* is the official gazette of the Commonwealth of Pennsylvania. It is published every week and includes a table of contents. A cumulative subject matter index is published quarterly.

The *Pennsylvania Bulletin* serves several purposes. First, it is the temporary supplement to the *Pennsylvania Code*, which is the official codification of agency rules and regulations and other statutorily authorized documents. Changes in the codified text, whether by adoption, amendment, repeal or emergency action must be published in the *Pennsylvania Bulletin*. Further, agencies proposing changes to the codified text do so in the *Pennsylvania Bulletin*.

Second, the *Pennsylvania Bulletin* also publishes: Governor's Executive Orders; State Contract Notices; Summaries of Enacted Statutes; Statewide and Local Court Rules; Attorney General Opinions; Motor Carrier Applications before the Pennsylvania Public Utility Commission; Applications and Actions before the Department of Environmental Protection; Orders of the Independent Regulatory Review Commission; and other documents authorized by law.

The text of certain documents published in the *Pennsylvania Bulletin* is the only valid and enforceable text. Courts are required to take judicial notice of the *Pennsylvania Bulletin*.

### **Adoption, Amendment or Repeal of Regulations**

Generally an agency wishing to adopt, amend or repeal regulations must first publish in the *Pennsylvania Bulletin* a Notice of Proposed Rulemaking. There are limited instances when the agency may omit the proposal step; it still must publish the adopted version.

The Notice of Proposed Rulemaking contains the full text of the change, the agency contact person, a fiscal note required by law and background for the action.

The agency then allows sufficient time for public comment before taking final action. An adopted proposal must be published in the *Pennsylvania Bulletin* before it can take effect. If the agency

wishes to adopt changes to the Notice of Proposed Rulemaking to enlarge the scope, it must repropose.

### **Citation to the *Pennsylvania Bulletin***

Cite material in the *Pennsylvania Bulletin* by volume number, a page number and date. Example: Volume 1, *Pennsylvania Bulletin*, page 801, January 9, 1971 (short form: 1 Pa.B. 801 (January 9, 1971)).

### ***Pennsylvania Code***

The *Pennsylvania Code* is the official codification of rules and regulations issued by Commonwealth agencies and other statutorily authorized documents. The *Pennsylvania Bulletin* is the temporary supplement to the *Pennsylvania Code*, printing changes as soon as they occur. These changes are then permanently codified by the *Pennsylvania Code Reporter*, a monthly, loose-leaf supplement.

The *Pennsylvania Code* is cited by title number and section number. Example: Title 10 *Pennsylvania Code*, § 1.1 (short form: 10 Pa. Code § 1.1).

Under the *Pennsylvania Code* codification system, each regulation is assigned a unique number by title and section. Titles roughly parallel the organization of Commonwealth government. Title 1 *Pennsylvania Code* lists every agency and its corresponding *Code* title location.

### **How to Find Documents**

Search for your area of interest in the *Pennsylvania Code*. The *Pennsylvania Code* is available at [www.pacode.com](http://www.pacode.com).

Source Notes give the history of regulations. To see if there have been recent changes, not yet codified, check the List of *Pennsylvania Code* Chapters Affected in the most recent issue of the *Pennsylvania Bulletin*.

A chronological table of the history of *Pennsylvania Code* sections may be found at [www.legis.state.pa.us/cfdocs/legis/CH/Public/pcde\\_index.cfm](http://www.legis.state.pa.us/cfdocs/legis/CH/Public/pcde_index.cfm).

The *Pennsylvania Bulletin* also publishes a quarterly List of Pennsylvania Code Sections Affected which lists the regulations in numerical order, followed by the citation to the *Pennsylvania Bulletin* in which the change occurred. The *Pennsylvania Bulletin* is available at [www.pabulletin.com](http://www.pabulletin.com).

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#### **Printing Format**

Material proposed to be added to an existing rule or regulation is printed in **bold face** and material proposed to be deleted from a rule or regulation is enclosed in brackets [ ] and printed in **bold face**. Asterisks indicate ellipsis of *Pennsylvania Code* text retained without change. Proposed new or additional regulations are printed in ordinary style face.

#### **Fiscal Notes**

Section 612 of The Administrative Code of 1929 (71 P. S. § 232) requires that the Office of Budget prepare a fiscal note for regulatory actions and administrative procedures of the administrative departments, boards, commissions or authorities receiving money from the State Treasury stating whether the proposed action or procedure causes a loss of revenue or an increase in the cost of programs for the Commonwealth or its political subdivisions; that the fiscal note be published in the *Pennsylvania Bulletin* at the same time as the proposed change is advertised. A fiscal note provides the following information: (1) the designation of the fund out of which the appropriation providing for expenditures under the action or procedure shall be made; (2) the probable cost for the fiscal year the program is implemented; (3) projected cost estimate of the program for each of the 5 succeeding fiscal years; (4) fiscal history of the program for which expenditures are to be made; (5) probable loss of revenue for the fiscal year of its implementation; (6) projected loss of revenue from the program for each of the 5 succeeding fiscal years; (7) line item, if any, of the General Appropriation Act or other appropriation act out of which expenditures or losses of Commonwealth funds shall occur as a result of the action or procedures; (8) recommendation, if any, of the Secretary of the Budget and the reasons therefor.

The required information is published in the foregoing order immediately following the proposed change to which it relates; the omission of an item indicates that the agency text of the fiscal note states that there is no information available with respect thereto. In items (3) and (6) information is set forth for the first through fifth fiscal years; in that order, following the year the program is implemented, which is stated. In item (4) information is set forth for the current and two immediately preceding years, in that order. In item (8) the recommendation, if any, made by the Secretary of Budget is published with the fiscal note. See 4 Pa. Code § 7.231 *et seq.* Where “no fiscal impact” is published, the statement means no additional cost or revenue loss to the Commonwealth or its local political subdivision is intended.

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# List of Pa. Code Chapters Affected

The following numerical guide is a list of the chapters of each title of the *Pennsylvania Code* affected by documents published in the *Pennsylvania Bulletin* during 2016.

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# THE GENERAL ASSEMBLY

## COMMISSION ON SENTENCING

### Meetings Scheduled

The Commission on Sentencing (Commission) announces the following meetings to be held at the Commission's business office at 204 East Calder Way, Suite 400, State College, PA 16801.

Wednesday, September 7, 2016	1 p.m.	Strategic Planning Session
	6 p.m.	Dinner Meeting Location to be Determined
Thursday, September 8, 2016	9 a.m.	Policy Committee Meeting
	11 a.m.	Quarterly Commission Meeting

MARK H. BERGSTROM,  
*Executive Director*

[Pa.B. Doc. No. 16-1420. Filed for public inspection August 19, 2016, 9:00 a.m.]

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# THE COURTS

## Title 249—PHILADELPHIA RULES

### PHILADELPHIA COUNTY

#### Commerce Case Management Program—Revised; Administrative Doc. No. 01 of 2016

*And Now*, this 2nd day of August, 2016, it is hereby *Ordered and Decreed* that the following protocols shall apply to all civil cases within the Commerce Case Management Program:

#### Commerce Case Management Program: Procedure for Disposition of Commerce Program Cases

##### A. Organization

1. *Judges*. The Administrative Judge shall appoint four judges to the Commerce Program, one of whom shall be designated to serve as “Supervising Judge” of the Commerce Program. The number of Commerce Program Judges may be adjusted from time to time by the Administrative Judge consistent with the caseload of the Program.

2. *Filings & Listings*. Upon consultation with the Administrative Judge, the Supervising Judge for the Commerce Program shall establish procedures for maintenance of filings and listings in actions assigned to the Commerce Program with the goal of ease of access by the Commerce Program Judges and their staff, the parties and the public.

##### B. Assignment of Cases Subject to Commerce Program

1. *Cases Subject to Commerce Program*. Notwithstanding anything to the contrary in General Court Regulation 95-2 (Day Forward Program) or any other General Court Regulation, and except as otherwise provided below in subsection 2, Jury, Non-Jury & Equity, and Class Action cases shall be assigned to the Commerce Program if they are among the following types of actions:

a. Actions relating to the internal affairs or governance, dissolution or liquidation, rights or obligations between or among owners (shareholders, partners, members), or liability or indemnity of managers (officers, directors, managers, trustees, or members or partners functioning as managers) of business corporations, partnerships, limited partnerships, limited liability companies or partnerships, professional associations, business trusts, joint ventures or other business enterprises, including but not limited to any actions involving interpretation of the rights or obligations under the organic law (e.g., Pa. Business Corporation Law), articles of incorporation, by-laws or agreements governing such enterprises;

b. Disputes between or among two or more business enterprises relating to transactions, business relationships or contracts between or among the business enterprises. Examples of such transactions, relationships and contracts include:

- (1) Uniform Commercial Code transactions;
- (2) Purchases or sales of businesses or the assets of businesses;
- (3) Sales of goods or services by or to business enterprises;

(4) Non-consumer bank or brokerage accounts, including loan, deposit cash management and investment accounts;

(5) Surety bonds;

(6) Purchases or sales or leases of, or security interests in, commercial, real or personal property; and

(7) Franchisor/franchisee relationships.

c. Actions relating to trade secret or non-compete agreements;

d. “Business torts,” such as claims of unfair competition, or interference with contractual relations or prospective contractual relations;

e. Actions relating to intellectual property disputes;

f. Actions relating to securities, or relating to or arising under the Pennsylvania Securities Act;

g. Derivative actions and class actions based on claims otherwise falling within these ten types, such as shareholder class actions, but not including consumer class actions, personal injury class actions, and products liability class actions;

h. Actions relating to corporate trust affairs;

i. Declaratory judgment actions brought by insurers, and coverage dispute and bad faith claims brought by insureds where the dispute arises from a business or commercial insurance policy, such as a Comprehensive General Liability policy, and;

j. Third-party indemnification claims against insurance companies where the subject insurance policy is a business or commercial policy and where the underlying dispute would otherwise be assigned to the Commerce Program, not including claims where the underlying dispute is principally a personal injury claim.

All of the above types of actions may involve individuals named as parties, so long as all other criteria are met and the essential nature of the litigation is a business dispute. For example, a dispute over a commercial loan may include individual guarantors as either plaintiffs or defendants, as the case may be, but such a lawsuit would still be a commercial dispute.

2. *Cases Not Subject to the Commerce Program*. The following types of matters are not to be included in the Commerce Program:

a. Matters subject to Compulsory Arbitration in this Court or to the jurisdiction of the Municipal Court, including any appeals.

b. Personal injury, survival or wrongful death matters.

c. Individual consumer claims against businesses or insurers, including products liability and personal injury cases.

d. Matters involving occupational health or safety.

e. Environmental claims not involved in the sale or disposition of a business and other than those addressed in Commerce Program types (i) or (j) above.

f. Matters in eminent domain.

g. Malpractice claims, other than those brought by business enterprises against attorneys, accountants, architects or other professionals in connection with the rendering of professional services to the business enterprise.

h. Employment law cases, other than those referenced in Commerce Program type (c) above.

i. Administrative agency, tax, zoning and other appeals.

j. Petition Actions in the nature of Change of Name, Mental Health Act, Appointment of an Arbitrator, Government Election Matters, Leave to Issue Subpoena, or to Compel Medical Examination.

k. Individual, residential real estate and non-commercial landlord-tenant disputes.

l. Domestic relations matters, and actions relating to distribution of marital property, custody or support.

m. Any matter required by statute, including 20 Pa.C.S. Chapter 7, §§ 711 & 713, to be heard in the Orphans' Court or Family Court Division of the Philadelphia Court of Common Pleas, or other matter which has heretofore been within the jurisdiction of the Orphans' Court or Family Court Division of this Court.

n. Any criminal matter other than criminal contempt in connection with a Commerce Program action.

o. Such other matters as the Court shall determine.

3. *Assignments to Commerce Program.* When submitting the initial filing electronically, the party commencing an action that meets the criteria for the Commerce Program shall choose "Commerce" as the Program type. The court's electronic filing system will automatically generate a "Commerce Program Addendum" and the filing party must check the boxes adjacent to the applicable type or types of action which result in the matter being assigned to the Commerce Program. A copy of the Civil Cover Sheet generated by the electronic system, including any Commerce Program Addendum, shall be served with the original process served on all parties.

All actions designated into the Commerce Program pursuant to the Commerce Program Addendum are hereby assigned to the Commerce Program and to the individual calendar of one of the Commerce Program Judges, according to a random procedure established by the Administrative Judge or the designee of the Administrative Judge. This assignment shall be noted on the Docket. All further filings in the matter shall state prominently in the caption and on any cover sheets that the matter is "ASSIGNED TO COMMERCE PROGRAM."

4. *Disputes Arising From the Civil Cover Sheet Designation.* If any party disagrees with the designation or lack of designation of a case into the Commerce Program, that party shall file and serve on all parties a Notice of Management Program Dispute, not exceeding three pages in length, as soon as practical. A copy of the Complaint or other filing commencing the litigation shall be attached to the Notice of Management Program Dispute. Any party opposing the Notice of Management Program Dispute may, but need not, submit a response thereto not exceeding three pages in length within seven days of service of the Notice. The management program dispute will be resolved by the Supervising Judge of the Commerce Program.

If a Notice of Management Program Dispute is filed, a copy of that Notice shall be referenced in all motions and responses to motions filed by any party pending the resolution of the management program dispute.

#### C. Commencement of Action

All subject actions shall be commenced as provided in Pa.R.C.P. No. 1007. Philadelphia Civil Rule \*205.2(b) shall be followed. As noted above, in all cases, not just those designated into the Commerce Program, a copy of

the Civil Cover Sheet, including any Commerce Program Addendum, shall be served with original process on all parties.

All jury demands shall be perfected in accordance with Pa.R.C.P. No. 1007.1 and Phila.Civ.R. \*1007.1.

A party seeking emergency relief immediately upon commencing an action subject to the Commerce Program shall follow the procedure set forth in part D.6. below (Rules to Show Cause and Emergency Motions and Petitions).

#### D. Case Management Procedures

1. *Authority Over Commerce Program Status:* When there is a dispute as to whether the case is properly assigned to the Commerce Program, the decision will be made by the Supervising Judge of the Commerce Program. If the Civil Case Manager conducting a case management conference or any party objects to the Commerce Program assignment, the Case Manager will forward the dispute to the Commerce Program Supervising Judge.

2. *Alternative Procedures Available:* The assigned Commerce Program Judge, in his/her discretion may, upon application of any party or upon his/her own initiative, modify these case management procedures. Requests for changes in these procedures will be made by filing a Petition for Extraordinary Relief (which Petition calls for a ten-day response time).

3. *The Case Management Conference:* Typically, notice of a Case Management Conference ("CMC") will be sent to counsel and unrepresented parties sixty days after the action is commenced and scheduling the CMC for approximately ninety days after commencement. In certain circumstances, the CMC may be scheduled by the assigned Commerce Program Judge.

a. *Presiding Officer:* Unless otherwise ordered, the CMC shall be conducted by a Civil Case Manager/Commerce Program Law Clerk designated by the Court, acting on behalf of the assigned Commerce Program Judge.

b. *Issues to be Addressed:* The following subjects, along with other appropriate topics, such as service of process, venue, pleadings, discovery, possible joinder of additional parties, theories of liability, damages claimed and applicable defenses (see also Pa.R.C.P. No. 213.3), will be discussed.

##### (1) Means for Early Disposition

a. Timing and potential forms of Alternative Dispute Resolution (ADR). The case manager will make available the list of Commerce Program Judges Pro Tempore (as provided by the Business Litigation Committee of the Philadelphia Bar Association).

b. Scheduling pre-discovery dispositive motions, only if oral argument is needed. (Whether to hear oral argument is up to the Commerce Program Judge).

c. Scheduling limited-issue discovery in aid of early dispositive motions. The Case Manager will advise counsel of the assigned Commerce Program Judge's day for hearing discovery disputes.

##### (2) Schedules and Deadlines

a. Assignment to a Case Management Track and issuance of a Case Management Order ("CMO"), which will set forth a target trial date, deemed the earliest trial date pursuant to Pa.R.C.P. No. 212.1.

b. A discovery plan and schedule based on the CMO date for the completion of discovery.

c. Anticipated areas of expert testimony, timing for identification of experts, responses to expert discovery, exchange of expert reports as set forth in the CMO.

(3) *Potential Use of a Commerce Program Judge Pro Tempore ("JPT")*

a. On stipulation of all parties or if the court deems appropriate, for supervision of discovery.

b. For mediation.

Use of a JPT for purposes of discovery or mediation will not affect the deadlines set forth in the CMO, unless the assigned Commerce Program Judge allows an extension of those dates.

The assigned Commerce Program Judge may establish informal procedures to achieve expeditious resolution of discovery disputes and other non-dispositive issues. Prior to the CMC, it shall be the obligation of the parties to confer concerning all of the above matters, for the purposes of reaching agreements.

#### 4. *Case Management Order:*

After the CMC, the Case Manager shall issue a Case Management Order ("CMO") setting forth projected dates for a Settlement Conference and for a Pretrial Conference (with Pretrial Statements typically to be filed in advance), and for Trial. The CMO will also address cut-off dates for completion of discovery, for the service of expert reports, and for the filing of motions.

Based upon the nature and complexity of the case, the Case Manager with input from the parties at the CMC shall assign the case to a track. The Commerce Program shall typically employ the following management tracks: Commerce Expedited (Target Trial Date within 13 months of filing) and Commerce Standard (Target Trial Date within 18 months of filing). Only exceptionally complicated cases should be designated Commerce Complex (Target Trial Date within two years of filing). In the latter instance, the Commerce Program Judge may schedule status conferences at six month intervals or at other times upon application of the parties, if appropriate.

The Commerce Expedited Track shall apply to matters in which minimal discovery is needed and legal issues are anticipated to be routine. Examples of such actions, in the absence of complicating factors, are actions relating to commercial loans, and simple contract, UCC and foreclosure matters. Other matters should presumptively be designated Commerce Standard. Actions in which preliminary injunctive relief is sought may be appropriate for any of the tracks, depending upon the circumstances.

#### 5. *Commerce Court Motions.*

##### a. *Motion Practice and Discovery Motions.*

The Commerce Program Judge to whom the action is assigned will hear all pretrial motions, including discovery motions, except that, to the extent scheduling or other concerns so require, a Commerce Program Judge may make arrangements for certain discovery and other pretrial motions to be heard by another Commerce Program Judge. All motions shall be electronically filed. Procedures of the Discovery Court should generally be followed. In some instances, the Commerce Program Judge may direct further briefing of complex discovery motions. Any Notice of Management Program Dispute that is pending or is being filed contemporaneously with the motion filing, should be noted in the motion. Oral argument is at the discretion of the assigned Commerce Program Judge.

A Commerce Program Discovery List for each Commerce Program Judge shall be established so that discovery matters ordinarily will be heard by that Judge on a particular day of the week. Each Judge may also schedule argument or hearings on non-discovery motions on his/her discovery day, or at such other times as the Court deems appropriate.

##### b. *Petitions for Extraordinary Relief.*

A Petition for Extraordinary Relief must be filed whenever a party seeks an extension of a deadline imposed by a Case Management Order. Any party may seek relief from the time requirements by filing the Petition for Extraordinary Relief. This Petition must be electronically filed prior to the deadline that the party is seeking to change. Any adverse party has ten (10) days after the filing of the motion to file a response.

The Petition for Extraordinary Relief will be ruled on by the Commerce Program Judge assigned to the case. The party filing the Petition must include a proposed order that sets forth the extension requested in thirty (30) day increments, as well as a copy of the current Case Management Order.

Counsel's agreement to extend deadlines within a Case Management Order is not a recognized basis for an extension. A movant must demonstrate extraordinary and unforeseeable circumstances justifying the deadline extension request. Requests for extensions of Court ordered deadlines should be utilized only as a last resort and with compelling reasons offered in support thereof.

6. *Rules to Show Cause and Emergency Motions and Petitions.* Rules to show cause in cases assigned to the Commerce Program shall be electronically filed. Upon acceptance of the filing, Civil Administration will forward it the assigned Commerce Program Judge for consideration.

Unless there is a dispute as to Commerce Program applicability, emergency motions or petitions in a newly filed action presented in a matter appropriate for assignment to the Commerce Program shall be referred to a Commerce Program Judge for disposition. If there is any dispute regarding Commerce Program applicability, that dispute shall be referred to the Supervising Judge for the Commerce Program.

If the assigned Commerce Program Judge is unavailable, an emergency motion or petition in an action already assigned to the Commerce Program shall be heard by another Commerce Program Judge, if available, with any subsequent hearing referred back to the assigned Commerce Program Judge. If no Commerce Program Judge is available to hear an emergency motion or petition, such motion or petition shall be referred to a Judge assigned to Motion Court (or, if necessary, the Emergency Judge), with any subsequent hearing referred back to the appropriate Commerce Program Judge. An emergency motion heard by a Commerce Program Judge in a case that has not yet gone through the random assignment procedure shall be subject to that procedure prior to any subsequent hearing and the subsequent hearing shall be scheduled before the Commerce Program Judge assigned.

7. *Settlement Conferences.* A settlement conference with a Commerce Program JPT will be scheduled after pretrial motions are decided. A settlement conference may be scheduled earlier in any case in which counsel agree that such a conference may be productive. Such a request shall be made in writing by letter to the assigned Commerce Program Judge.

Except as otherwise provided in Phila.Civ.R. \*212.3 (Settlement Conferences—Non Jury Cases), Commerce Program Judges may assist the parties in reaching a fair and reasonable settlement or other resolution of the matter. To that end, the assigned Commerce Program Judge, in his or her discretion, may schedule one or more formal settlement conferences. The Commerce Program Judge may also encourage the parties to engage in settlement discussions and in any form of Alternative Dispute Resolution (ADR), including the assistance of a Commerce Program JPT, that may result in settlement, avoidance of trial or expeditious resolution of the dispute. Except upon order of the Court, the pendency of any form of ADR shall not alter the date for commencement of trial.

8. *Pretrial Conference.* A Pretrial Conference shall be held in all Commerce Program actions. Typically, the Pre-Trial Scheduling Order will require the filing of Pretrial Statements (Pa.R.C.P. No. 212.2) in advance of the Pretrial Conference. Prior to the Pretrial Conference, principal trial counsel shall confer on the matters set forth in Pa.R.C.P. No. 212.3, and attempt to reach agreement on any such matters.

Following the Pretrial Conference, the Commerce Program Judge shall enter a Trial Scheduling Order, identifying the date by which the matter should be prepared for trial, and, if applicable, the date of any special listings. The Trial Scheduling Order may further provide specific dates, to the extent not already addressed in the Case Management Order, for such matters as:

- a. Exchange of proposed stipulations and filing of stipulations in writing to facts about which there can be no reasonable dispute;
- b. Pre-marking and exchanging copies of all documents or other exhibits to be offered in evidence at trial;
- c. Service and filing of written objections to any documents or other exhibits as to which a party intends to object at trial, together with the legal basis for such objections;
- d. Identification in writing of all deposition testimony, by page and line number, intended to be read into the record at trial, followed by counter-designations and objections to deposition designations;
- e. Exchange of trial briefs and proposed findings of fact and conclusions of law (nonjury) or requested points for jury charge (jury).

At such time prior to trial as may be fixed by the Court, it shall rule on all matters placed in issue under this procedure.

In addition, the Commerce Program Judge may establish procedures consistent with the requirements of each case to ensure close interaction with the parties in order to minimize trial time.

#### E. *Commerce Program Judges Pro Tempore and Alternative Dispute Resolution*

There shall be established in the Commerce Program, an Alternative Dispute Resolution program for Commerce Program actions, which may include, but is not limited to, mediation and the assistance of Commerce Program JPTs.

1. *Panel of Commerce Program Judges Pro Tempore.* The Commerce Program Supervising Judge shall designate a panel of Commerce Program JPTs from among volunteers nominated by the Philadelphia Bar Association Business Law Section, Business Litigation Committee ("Committee") and/or the Court, and recommended by the

Committee. In order to qualify as a Commerce Program JPT, one must be a licensed Pennsylvania attorney with no less than fifteen (15) years of experience in litigation or alternate dispute resolution (ADR), including a practice focused on the types of disputes described in section B.1. above (Cases Subject to Commerce Program), and shall have participated in a minimum of 10 hours of ADR training by a court-sponsored provider or certified CLE provider, or shall have participated as a neutral, JPT, or mediator in a minimum of 3 ADR proceedings, including but not limited to mediations, settlement conferences and private arbitrations, involving the types of disputes described in section B.1. above, prior to approval as a Judge Pro Tempore.

Commerce Program JPTs shall serve without charge for up to three hours for each case, exclusive of preparation time before a settlement conference or initial mediation session. Such preparation time likewise will not be compensable. After the JPT has devoted three hours of service free of charge to the assigned case, and upon agreement of the participating parties to continue the mediation or settlement conference beyond those three hours, the JPT shall be compensated at the rate of \$300 per hour (or at such higher rate as the Commerce Program Supervising Judge shall set hereafter) for further work on the case. Unless otherwise agreed to by the participating parties, or upon further order of the Court, the obligation to compensate the JPT shall be borne equally among the parties. JPTs shall promptly invoice the parties for services and reasonable expenses for which they are entitled to be compensated. Persons may be added to or removed from the panel of JPTs as the Commerce Program Supervising Judge may determine consistent with the qualifications above.

2. The Court may order a Commerce Program case to be assigned for Settlement Conference with a Commerce Program JPT who shall, on a date certain, hold a Settlement Conference which must be attended by: 1) all represented parties, unless they are excused by the JPT; 2) counsel knowledgeable about the case and with authority to settle; and 3) any unrepresented parties. If the JPT excuses represented parties from attending, they shall be available telephonically. All parties shall provide to the Commerce Program JPT prior to the Settlement Conference a fully completed Settlement Memorandum, in a form to be established by the Commerce Program Judges. The parties may also submit additional, confidential, materials to the JPT alone. The Commerce Program JPT on such a referral is not authorized to rule on any motions, but will attempt to facilitate a settlement between the parties. The JPT may report to the Commerce Program Judge assigned to the case the result of the settlement conference.

#### 3. *Mediation.*

a. *Referral to Mediation and Selection of Mediator.* Commerce Program cases may be referred to nonbinding mediation at the discretion of the Commerce Program Judge, who may make such referrals at the time of the Case Management Conference, at the Pretrial Conference referenced above, or at any other time. Where appropriate and whether or not mediation is pursued at an early stage of the litigation, the Commerce Program Judge has the discretion to refer cases to nonbinding mediation at a later stage of the proceedings. The Court may permit the parties to choose the mediator from among the panel of Commerce Program JPTs, or agree to pay for a mediator not on the panel. The order of reference to mediation shall not stay or delay any scheduling dates, unless the Court specifically so orders.

b. *Conflicts of Interest.* A mediator to whom a case is assigned must disclose to the parties and to the Court any apparent conflict of interest. Unless the mediator determines consistent with any applicable ethical requirements and guidelines that he or she should preside notwithstanding any such apparent conflict of interest and the parties and the Court agree that such mediator nevertheless shall preside, another mediator shall be selected.

c. *Confidentiality of Mediation.* The order referring an action to mediation shall require that the mediator report to the Court the disposition of the mediation in accordance with a schedule as determined by the Court, under the guidelines below. The order shall also provide that all information received by the mediator as to the merits of the matter, including the submitted memoranda, shall remain confidential and not be reported or submitted to the Court by the mediator or the parties, except as necessary in a stipulation of settlement agreed to by the parties.

d. *Mediation Procedure.* The first mediation session preferably shall be conducted within 30 days of the execution of the order of reference, unless the Court establishes a different schedule. At least ten days before the first session, each party shall deliver to the mediator a copy of its pleadings, any briefs filed in the action important to the mediation, and a memorandum in the form specified by the mediator setting forth that party's contentions as to liability and damages. The memorandum shall be served on all parties, but shall be marked "Confidential, for Mediation Only," and may not be used, cited, quoted, marked as an exhibit or referenced in any proceedings. The parties may also submit additional, confidential, materials to the JPT alone. Attendance at the first mediation session shall be mandatory, and the mediator may require, in addition to the appearance of the attorneys, the presence of the parties or their representatives with authority to settle. If the first session is successful, the settlement shall be reduced to a stipulation, and the mediator shall submit forthwith the stipulation, the notice of discontinuance and the report of disposition to the Court. The report of disposition shall be on a form prescribed by the Court Administrator.

e. *Report; Extensions.* If the action is not settled upon completion of the first session, the mediator may schedule additional sessions on consent of the parties. However, at the end of the first session, any party or the mediator may terminate the mediation effort, and in that case the mediator shall advise the Court forthwith that mediation has been terminated but shall not disclose the identity of any parties who terminated or did not terminate the mediation. Except as set forth below, subsequent sessions should be concluded within 15 days from the date by which the first session was to have been held according to the order of reference. The mediator shall report to the Court as to the outcome of the mediation session(s) no later than 20 days from the date by which the first session was to have been held according to the order of reference. If mediation cannot be concluded within 15 days from the date by which the first session was to have been held according to the order of reference, upon consent of all parties a 30-day extension of time to conduct further sessions may be granted by the mediator. If such extension is granted, the mediator shall report to the Court as to the success or lack of success of the additional sessions as soon as practicable but in any event no later than 5 days after the final mediation session.

F. *Previously Issued Administrative Orders Regarding the Commerce Program.*

Upon the effective date of the within Administrative Order, all Administrative Orders previously issued in connection with the Commerce Program (Administrative Docket Nos. 01 of 1999, 01 of 2000, 02 of 2003, and 01 of 2014) are supplanted and are to be removed from the First Judicial District's website.

As required by Pa.R.J.A. 103(d), this Administrative Order has been submitted to the Supreme Court of Pennsylvania Civil Procedural Rules Committee for review and written notification has been received from the Rules Committee certifying that the Administrative Order is not inconsistent with any general rule of the Supreme Court. This Administrative Order shall be filed with the Office of Judicial Records (formerly the Prothonotary) in a docket maintained for Administrative Orders issued by the First Judicial District of Pennsylvania. As required by Pa.R.J.A. 103(d)(5)(ii), two certified copies of this Administrative Order, as well as one copy of the Administrative Order on a computer diskette, shall be distributed to the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*. As required by Pa.R.J.A. 103(d)(6) one certified copy of this Administrative Order shall be filed with the Administrative Office of Pennsylvania Courts, published on the website of the First Judicial District at <http://courts.phila.gov>, and incorporated in the complete set of local rules no later than 30 days following publication in the *Pennsylvania Bulletin*. Copies of the Administrative Order shall also be published in *The Legal Intelligencer* and will be submitted to American Lawyer Media, Jenkins Memorial Law Library, and the Law Library for the First Judicial District.

By the Court

HONORABLE JACQUELINE F. ALLEN,  
Administrative Judge, Trial Division  
Court of Common Pleas  
Philadelphia County  
First Judicial District of Pennsylvania

[Pa.B. Doc. No. 16-1421. Filed for public inspection August 19, 2016, 9:00 a.m.]

**PHILADELPHIA COUNTY**

**Proceedings Seeking Civil Forfeiture of Real Estate and Seized Property; General Court Regulation No. 02 of 2016**

The Forfeiture Act of 1988, Act of June 30, 1988, P.L. 464, No. 79, § 4, 42 Pa.C.S. § 6801 et seq., which identifies real estate and seized property which may be subject to forfeiture to the Commonwealth, is the legal authority most commonly used in Philadelphia County to seek forfeiture of real estate and seized property. The purpose of these in rem civil proceedings is to determine the status of the property at issue and the respective rights of the Commonwealth and the property owner. Section 6802 specifies the procedure that must be followed in seeking such forfeiture; however, Section 6802 does not provide comprehensive procedures resulting in litigation challenging the process used in forfeiture proceedings. Recently, the Pennsylvania Supreme Court determined that the Rules of Civil Procedure may be applied to forfeiture proceedings where they do not conflict with the Forfeiture Act. See *Commonwealth v. All*

*That Certain Lot or Parcel of Land Located at 605 University Drive, 61 A.3d 1048 (Pa. 2014).*

The within General Court Regulation is intended to fill the procedural gaps inherent in the Forfeiture Act and other statutes which authorize the forfeiture of real estate and property consistent with decisions of the Supreme Court and other appellate courts. Proceedings filed pursuant to this General Court Regulation are in rem and will be filed in the Court of Common Pleas of the First Judicial District of Pennsylvania, and will be managed through the statewide Court of Common Pleas Case Management System (CPCMS). The procedures adopted herein shall not apply to petitions for return of property which are filed pursuant to Pa.R.Crim.P. 588. Moreover, the procedures adopted herein do not apply to nonstatutory or common law forfeitures, if such proceedings are still recognized in this Commonwealth. See *Commonwealth v. 2010 Buick Enclave*, 99 A.3d 163 (Pa. Cmwlth. 2014).

1. *Filing of Petition.* The forfeiture proceeding shall be commenced within the time period specified by law by filing of a Petition with the Office of Judicial Records, Criminal Section (formerly "Clerk of Quarter Sessions" and "Clerk of Courts").

**Explanatory Note:** The Petition, Answer and other pleadings and legal papers should be electronically filed as provided in Phila. Criminal Rule 576, at [www.courts.phila.gov](http://www.courts.phila.gov). However, the Office of Judicial Records will accept for filing the Petition, Answer and other pleadings and legal papers in a paper format through its office at the Justice Juanita Kidd Stout Center for Criminal Justice ("Stout Center"), Second Floor, Motions Counter, 1301 Filbert Street, Philadelphia, PA.

2. *Parties.* The parties shall be referenced as "Petitioner" (i.e., the Commonwealth of Pennsylvania) and "Respondent" (i.e., the property at issue) rather than "Plaintiff" and "Defendant." The party or parties who

have an interest in the property subject to forfeiture shall be referenced as "Claimant(s)."

3. *Content of Petition.* The Petition shall contain the following:

- a. A description of the property seized or subject to forfeiture.
- b. A statement of the time and place where seized, as applicable.
- c. The owner, if known.
- d. The person or persons in possession, if known.
- e. The related Offense Tracking Number (OTN), CPCMS criminal case number, and the criminal complaint, if applicable.
- f. The Property Receipt which describes the property seized.
- g. The Philadelphia Tracking Number (PID) of the claimant, if issued.
- h. The Philadelphia Police Department District Control number (DC #) associated with the seizure of the subject property, if one exists.

i. An allegation that the property is subject to forfeiture pursuant to section 6801(a) (relating to controlled substances forfeiture) or 6801.1(a) (relating to terrorism forfeiture) and an averment of material facts upon which the forfeiture action is based.

j. A prayer for an order of forfeiture that the property be adjudged forfeited to the Commonwealth and sold according to law, unless cause be shown to the contrary.

k. A verification pursuant to Pa.R.C.P. No. 1024 signed by the attorney for the Commonwealth.

4. *Notice to Defend.* The first page of the Petition shall include a Notice to Defend, signed as noted thereon, substantially as follows:

**IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY TRIAL DIVISION**

Commonwealth of Pennsylvania : CP - 51- MD - \_\_\_\_\_ - \_\_\_\_\_  
 Petitioner  
 vs. : OTN #  
 : PID  
 [Description of Property Seized] : DC #  
 Respondent : PR #  
 LOCATION OF SEIZURE: \_\_\_\_\_  
 PROPERTY SEIZED FROM: \_\_\_\_\_

**NOTICE TO DEFEND: CIVIL FORFEITURE OF PROPERTY TO THE CLAIMANT OF THE ABOVE DESCRIBED PROPERTY:**

You have been identified as the owner of, or person with a legal interest in, the above property. Alternatively, you were the person in possession of the above property at the time of the seizure.

In order to preserve any interest you may have to the above property, you are required to file an Answer to the attached Petition, setting forth your title or legal interest in, and right to possession of, the said property within 30 days from the date you are served with this Notice. If you fail to file said Answer, a decree of forfeiture will be entered against said property. You may lose money or property or other rights important to you.

Additionally, you should know that you may request a jury trial. However, the request must be made no later than twenty (20) days after the service of the last permissible pleading. You can request a jury either by indicating so on any Answer you file or by submitting and filing a separate request with the Office of Judicial Records, Criminal Section.

**YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER, OR CANNOT AFFORD ONE, GO TO OR TELEPHONE THE OFFICE SET FORTH BELOW. THIS OFFICE CAN PROVIDE YOU WITH INFORMATION ABOUT HIRING A LAWYER.**



IF YOU CANNOT AFFORD TO HIRE A LAWYER, THIS OFFICE MAY BE ABLE TO PROVIDE YOU WITH INFORMATION ABOUT AGENCIES THAT MAY OFFER LEGAL SERVICES TO ELIGIBLE PERSONS AT A REDUCED FEE OR NO FEE. YOU ARE NOT ENTITLED TO A COURT-APPOINTED LAWYER.

Philadelphia Bar Association  
 Lawyer Referral and Information Service  
 1101 Market Street, 11th Floor  
 Philadelphia, Pennsylvania 19107  
 (215) 238-6333  
 TTY (215) 451-6197

/s/

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Name of Person Signing and Title:  
 Attorney General, Deputy Attorney General,  
 District Attorney, Deputy District Attorney  
 or Assistant District Attorney  
 Date:

A copy of this Notice is also attached hereunder as "Attachment A." This Notice may be modified from time to time as may be appropriate, and the current version shall be posted on the website of the First Judicial District at: [www.courts.phila.gov/forms](http://www.courts.phila.gov/forms).

5. *Service of the Petition.* The Petitioner shall serve the Petition on the owner of the property or upon the person or persons in possession of the property at the time of the seizure. Service shall be accomplished by personal service or by certified mail.

6. *Substituted Service.* If the owner of the property is unknown or there was no person in possession of the property when seized or if the owner or such person or persons in possession at the time of the seizure cannot be personally served or located within the jurisdiction of the court (determined as provided in 42 Pa.C.S. § 6802(d)), notice of the petition shall be given by the Commonwealth through an advertisement in only one newspaper of general circulation published in the county where the property shall have been seized, once a week for two successive weeks. No other advertisement of any sort shall be necessary, any other law to the contrary notwithstanding. The notice shall contain a statement of the seizure of the property with a description of the property and the place and date of seizure and shall direct any claimants to the property to file a claim on or before a date given in the notice, which date shall not be less than 30 days from the date of the first publication. If no claims are filed within 30 days of the last publication, the property shall summarily forfeit to the Commonwealth.

7. *Proof of Service.* Immediately upon service, Petitioner shall file with the Office of Judicial Records, Criminal Section an Affidavit of Service, if service is accomplished by personal service, Proof of Service, if service is accomplished by certified mail, and Proof of Publication, if service is accomplished by publication as provided in Section 6 above. The certificate(s) of mailing and publication notices, when applicable, must be attached.

8. *Pretrial Conference.*

(a) The Office of Judicial Records shall schedule a Pretrial Conference within thirty (30) days from the date the Petition is served on the owner(s) or person(s) in possession at the time of the seizure of the property.

(b) A draft Notice is attached hereunder as "Attachment B." This Notice may be modified from time to time by the Court as may be appropriate.

9. *Answer.* Any Claimant or putative or person in possession of the property shall file an Answer setting forth the Claimant's title in and right to possession of the property within thirty (30) days of service of the Petition as required by 42 Pa.C.S. § 6802(b), or at any other time agreed upon by the Petitioner and the Claimant(s).

10. *Failure to File an Answer.* If an Answer is not filed as required above, the Petitioner may seek an entry of judgment by default by complying with the provisions of Pa.R.C.P. No. 237.1, or by filing a motion for judgment on the pleadings as provided in Pa.R.C.P. No. 1034, or by filing a motion for summary judgment pursuant to Pa.R.C.P. No. 1035.1 et seq., or may seek any other appropriate relief. All motions shall be filed with the Office of Judicial Records, and will be assigned to a judge for disposition.

11. *Jury Demand.* A jury trial may be demanded by the Petitioner or Claimant(s) or other aggrieved party. Pursuant to Pa.R.C.P. No. 1007.1 (a), the right to jury trial shall be deemed waived unless a party files of record and serves on the adverse party a demand for jury trial no later than twenty (20) days after the service of the last permissible pleading. The jury demand shall be made by endorsement on a pleading or by a separate writing, substantially in the form attached hereto as "Attachment C." A jury trial may be waived as provided in Pa.R.C.P. No. 1007.1(c)(2).

12. *Pretrial Conference.* The Pretrial Conference shall be conducted by a judicial officer or Trial Commissioner. The following issues shall be addressed by the judicial officer or Trial Commissioner:

a. Whether the Petition and related documents were served on the on the owner of the above-referenced Property or upon the person or persons in possession of the property at the time of the seizure. If service could not effectuated, the Pretrial Conference will be rescheduled to a date certain to enable the Petitioner to effectuate service.

b. Whether an Answer was filed. If an Answer has not been filed, whether there is agreement that an Answer may be filed within an agreed-upon period of time.

c. Whether the Claimant is represented by counsel. The Claimant shall be informed that the Claimant is entitled to counsel, but is not entitled to court-appointed counsel.

d. Whether the Claimant has requested, or intends to request, a jury trial. The Claimant shall be informed that the Claimant is entitled to a jury trial, and that in order to obtain a jury trial the Claimant must file a written request for a jury trial no later than twenty (20) days after the service of the last permissible pleading.

e. Whether the proceedings may be resolved by agreement.

f. If the Petitioner and Claimant indicate that an agreement has been reached, the proceeding shall continue as provided in No. 13 below. In the event the Pretrial Conference is conducted by a Trial Commissioner, the Trial Commissioner shall refer the case to a judge or, if a judge is unavailable, shall schedule the case before a judge for a hearing or trial.

g. Whether there are any genuine issues of material fact.

h. Whether discovery is necessary, and if so, the terms of discovery and a discovery schedule shall be established.

i. Whether the Claimant is seeking a post-deprivation hearing. If a post-deprivation hearing is sought, a hearing shall be scheduled as soon as practicable after the filing of necessary pleadings, such as an Answer to the underlying forfeiture petition or motion for post-deprivation relief, as directed by the judicial officer presiding at the Pretrial Conference.

j. Whether the Forfeiture proceedings should be stayed pending the disposition of a pending criminal case. Forfeiture proceedings shall be stayed if the Claimant is a defendant in a criminal case related to the property at issue in the Forfeiture proceedings.

k. Whether a trial date must be or can be scheduled.

l. Any other issues impacting the forfeiture of the seized property or the owner(s) thereof.

13. *Trial or Hearing.* The trial or hearing on the merits of the relief requested, if the proceedings have not been disposed through non-hearing disposition, shall be scheduled for a date certain. On the hearing or trial date, the Court shall:

a. Determine whether the Claimant was given notice of the right to legal representation and the right to a jury trial, substantially as provided by the Notice to Defend provided herein.

b. Determine whether a jury trial, if requested, has been waived or is waived by any party.

c. If the Claimant is not represented by counsel despite having received notice that the Claimant could be represented by counsel, inform the Claimant that the Claimant may call any witnesses or offer documentary evidence in support of the Claimant's claim.

14. *Burden of Proof.* The Commonwealth must establish by a preponderance of the evidence that the property in question was unlawfully used, possessed or otherwise subject to forfeiture under section 6801(a), 6801.1(a) or other applicable statutory provision. If the Commonwealth meets its evidentiary burden, the burden then shifts to the Claimant to prove by a preponderance of the evidence that, inter alia:

a. That the Claimant is the owner of the property or the holder of a chattel mortgage or contract of conditional sale thereon.

b. That the Claimant lawfully acquired the property.

c. That the property was not unlawfully used or possessed by the Claimant. In the event that it shall appear that the property was unlawfully used or possessed by a person other than the Claimant, then the Claimant shall show that the unlawful use or possession was without his/her knowledge or consent. Such absence of knowledge or consent must be reasonable under the circumstances presented.

15. *Appeal.* No post-trial motions need to be filed to the final order or judgment entered by the court. Appeals may be filed pursuant to Pa.R.A.P. 903.

16. *Other Applicable Rules of Civil Procedure.* Should any procedural issues arise during the forfeiture proceedings which are not amenable to resolution solely by application of the Forfeiture Act, the assigned judge may apply other Rules of Civil Procedures to regulate the practice and procedure of these proceedings.

17. *Minors as Parties.* In the event the owner or person or persons in possession of the seized property is a minor, the Commonwealth shall serve the minor and shall bring to the Court's attention the minority of the owner or person in possession. The Court shall determine to what extent a parent or natural guardian may need to represent the minor's interests consistent with Pa.R.C.P. No. 2026 et seq.

18. *Return of Property Petitions.* The terms of this General Court Regulation do not apply to motions for return of property filed pursuant to Pa.R.Crim.P. 588.

This General Court Regulation is issued in accordance with the April 11, 1986 order of the Supreme Court of Pennsylvania, Eastern District, No. 55 Judicial Administration, Docket No. 1, and shall be filed with the Office of Judicial Records (formerly the Prothonotary, Clerk of Quarter Sessions and Clerk of Courts) in a docket maintained for Orders and General Court Regulations issued by the First Judicial District of Pennsylvania. Two certified copies of this General

Court Regulation, and one copy on a computer diskette, shall be distributed to the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*. Copies will be submitted to American Lawyer Media, Jenkins Memorial Law Library, and the Law Library for the First Judicial District shall be published in *The Legal Intelligencer* and posted on the First Judicial District's website at <http://courts.phila.gov>. This General Court Regulation will become effective thirty (30) days after publication in the *Pennsylvania Bulletin*.

By the Court

HONORABLE JACQUELINE F. ALLEN,  
*Administrative Judge, Trial Division*  
*Court of Common Pleas, Philadelphia County*

ATTACHMENT A

IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY TRIAL DIVISION

Commonwealth of Pennsylvania : -- 51- MD - - - - -  
Petitioner  
vs. : OTN #  
PID  
[Description of Property Seized] : DC #  
Respondent : PR #  
LOCATION OF SEIZURE: \_\_\_\_\_  
PROPERTY SEIZED FROM: \_\_\_\_\_

NOTICE TO DEFEND: CIVIL FORFEITURE OF PROPERTY  
TO THE CLAIMANT OF THE ABOVE DESCRIBED PROPERTY:

You have been identified as the owner of, or person with a legal interest in, the above property. Alternatively, you were the person in possession of the above property at the time of the seizure.

In order to preserve any interest you may have to the above property, you are required to file an Answer to the attached Petition, setting forth your title or legal interest in, and right to possession of, the said property within 30 days from the date you are served with this Notice. If you fail to file said Answer, a decree of forfeiture will be entered against said property. You may lose money or property or other rights important to you.

Additionally, you should know that you may request a jury trial. However, the request must be made no later than twenty (20) days after the service of the last permissible pleading. You can request a jury either by indicating so on any Answer you file or by submitting and filing a separate request with the Office of Judicial Records, Criminal Section.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER, OR CANNOT AFFORD ONE, GO TO OR TELEPHONE THE OFFICE SET FORTH BELOW. THIS OFFICE CAN PROVIDE YOU WITH INFORMATION ABOUT HIRING A LAWYER.

IF YOU CANNOT AFFORD TO HIRE A LAWYER, THIS OFFICE MAY BE ABLE TO PROVIDE YOU WITH INFORMATION ABOUT AGENCIES THAT MAY OFFER LEGAL SERVICES TO ELIGIBLE PERSONS AT A REDUCED FEE OR NO FEE. YOU ARE NOT ENTITLED TO A COURT-APPOINTED LAWYER.

Philadelphia Bar Association  
Lawyer Referral and Information Service  
1101 Market Street, 11th Floor  
Philadelphia, Pennsylvania 19107  
(215) 238-6333  
TTY (215) 451-6197

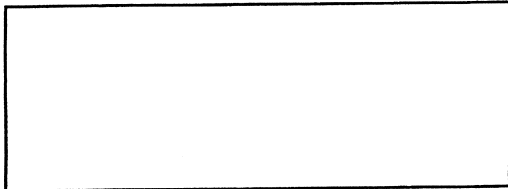
\_\_\_\_\_  
Name:  
Title:  
Date:

ATTACHMENT B

Commonwealth of Pennsylvania  
Court of Common Pleas  
County of Philadelphia  
1<sup>st</sup> Judicial District



NOTICE OF PRETRIAL CONFERENCE  
Forfeiture Proceedings



Commonwealth v. [Describe Property]  
Docket No. CP-51-MD--

Property Receipt No.:  
Date Seized:  
Location:

You are hereby DIRECTED to appear for a Pretrial Conference in the above-captioned Forfeiture proceeding to be held as follows:

<b>Date:</b>	<b>Location: Courtroom</b> <b>The Juanita Kidd Stout Center for Criminal Justice</b> <b>1301 Filbert Street</b> <b>Philadelphia, PA 19107</b>
<b>Time:</b>	

On the above date, a Pretrial Conference will be held. The following issues shall be addressed:

- a. Whether the Petition and related documents were served on the owner of the above-reference Property or upon the person or persons in possession of the property at the time of the seizure. If service could not effectuated, the Pretrial Conference will be rescheduled to a date certain to enable the Petitioner to effectuate service.
- b. Whether an Answer was filed. If an Answer has not been filed, whether there is agreement that an Answer may be filed within an agreed-upon period of time.
- c. Whether the Claimant is represented by counsel. The Claimant shall be informed that the Claimant is entitled to counsel, but is not entitled to court-appointed counsel.
- d. Whether the Claimant has requested, or intends to request, a jury trial. The Claimant shall be informed that the Claimant is entitled to a jury trial, and that in order to obtain a jury trial the Claimant must file a written request for a jury trial no later than twenty (20) days after the service of the last permissible pleading.
- e. Whether the proceedings may be resolved by agreement.
- f. If the Petitioner and Claimant indicate that an agreement has been reached, the proceeding shall continue as provided in No. 14 below. In the event the Pretrial Conference is conducted by a Trial Commissioner, the Trial Commissioner shall refer the case to a judge or, if a judge is unavailable, shall schedule the case before a judge for a hearing or trial.
- g. Whether there are any genuine issues of material fact.
- h. Whether discovery is necessary, and if so, the terms of discovery and a discovery schedule shall be established.
- i. Whether the Claimant is seeking preliminary relief, such as a post-deprivation hearing. If a post-deprivation hearing is sought, the hearing shall be held as soon as practicable after the filing of necessary pleadings, as directed by the judicial officer presiding at the Pretrial Conference, such as an Answer to the underlying forfeiture petition or motion for post-deprivation relief.
- j. Whether the Forfeiture proceedings should be stayed pending the disposition of a pending criminal case. Forfeiture proceedings shall be stayed if the Claimant is a defendant in a criminal case related to the property at issue in the Forfeiture proceedings.
- k. Whether a trial date must be or can be scheduled.
- l. Any other issues impacting the forfeiture of the seized property or the owner(s) thereof.

ATTACHMENT C

IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY TRIAL DIVISION

Commonwealth of Pennsylvania : CP - 51- MD - - - - -
Petitioner
vs. : OTN #
PID
[Description of Property Seized] : DC #
Respondent : PR #
LOCATION OF SEIZURE:
PROPERTY SEIZED FROM:
NAME OF CLAIMANT:

JURY TRIAL DEMAND

Claimant, , requests a Jury Trial as provided in Pa.R.C.P. No. 1007.1 and Phila.Civ.R.
\*1007.1 and \*1007.2.

Claimant
Date:

[Pa.B. Doc. No. 16-1422. Filed for public inspection August 19, 2016, 9:00 a.m.]

Title 255—LOCAL COURT RULES

WESTMORELAND COUNTY

Rules Governing Appeal From Real Estate Tax Assessments; No. 3 of 2016

Administrative Order

And Now, this 3rd day of August 2016, It Is Hereby Ordered that current Westmoreland County Rule of Civil Procedure W4001 is hereby rescinded and Rule W6001 is hereby adopted.

By the Court

RICHARD E. McCORMICK, Jr.,
President Judge

Proposal:

- 1) Eliminate Rule W4001
2) Amend Rule W6001 to read as follows:

Rules Governing Appeals from Real Estate Tax Assessments.

Rule W6001.

The following provisions shall govern all tax assessment appeals from decisions of the Board of Assessment Appeals:

- (a) Parties.
(1) The following parties must be listed in the caption of the appeal:
(i) owner(s) of the real estate and/or taxable property;
(ii) the Westmoreland County Board of Assessment Appeals;
(iii) the municipality in which the property is located;
(iv) the school district in which the property is located; and
(v) the County of Westmoreland.

(2) Any entity that has an interest in the appeal in addition to those set forth in subsection (a)(1) of this Rule may enter an appearance, subject to the objection of any party listed in aforesaid subsection. Such entity must provide notice of its appearance to all other parties within five (5) days of its entry.

(b) Caption.

(1) The party filing the appeal to court shall be designated as the appellant. The Board of Assessment Appeals shall be designated as the appellee. All other parties set forth above at (a) shall be designated as interested parties. The Tax Map Number assigned to the parcel that is the subject of the appeal shall be listed below the appellant/appellee/interested parties. The Tax Map Number shall be listed in the format shown on the forms appended to this Rule and contain 15 digits and include dashes. The Prothonotary shall index each appeal by each party and the Tax Map Number. The caption shall be in a form substantially similar to the example appended to this Rule.

(c) Time For and Content of Appeals.

(1) An appeal from the decision of the Board of Assessment Appeals must be verified by the owner or other appropriate party and filed with the Prothonotary within thirty (30) days of the date of mailing of the notice of decision by the Board.

(2) An appeal shall contain the following:

- (i) names of the parties;
(ii) identification of the property by address;
(iii) a reference to the source of ownership for, or interest in, the parcel designated by the Tax Map Number;
(iv) a concise statement of the reasons for the appeal; and
(v) a copy of the decision of the Board of Assessment Appeals.

(3) No Order of Court is required to file an appeal.

(d) *Notice.*

Within five (5) days from the date of filing a tax assessment appeal, the appellant shall serve a copy of the appeal upon all other parties including the Board, the County, the municipality, and the school district in which the real estate is situate; and upon the property owner, if the owner is not the appellant. Service shall be by certified mail, return receipt requested and by first class mail, postage pre-paid or personal service by hand delivery and acceptance by the served party. A certificate of service shall be filed by the serving party within ten (10) days of said service.

(e) *Withdrawal of Appeals.*

No appeal may be withdrawn without the consent of all other parties or by leave of court.

(f) *Motions.*

(1) All motions in real estate tax assessment appeals shall be presented to the Judge assigned to the case by the Court Administrator.

(2) The Appellant shall provide to the Court a proposed order for a status conference within forty-five (45) days from the date of service of the appeal upon the Board of Assessment Appeals. The Appellant shall provide the Court with a self-addressed, envelope, postage pre-paid, in which the Court will return the executed original order to said Appellant. Upon receipt of the order scheduling the status conference, the Appellant shall promptly file the original order with the Prothonotary and serve a copy of the order on all parties and/or each attorney of record by first class mail. A Certificate of Service showing the same shall be filed with the Prothonotary within ten (10) days of said service. All parties must appear personally or through counsel at the status conference. At that time the Court may issue a scheduling order that includes, but is not limited to, a time for the exchange of any expert reports and a time for the completion of discovery. The Court will schedule a settlement conference or set a trial

date for the appeal. The proposed order shall be in a form substantially similar to the example appended to this Rule.

(g) *Discovery.*

(1) Discovery pursuant to the Pennsylvania Rules of Civil Procedure is specifically authorized during an appeal from an assessment fixed by the Board of Assessment Appeals.

**Explanatory Note**

The Pennsylvania Rules of Civil Procedure are not applicable to tax assessment appeals except as specifically authorized by the county Local Rules of Court. See *Appeal of Borough of Churchill*, 575 A.2d 550, 525 Pa. 80 (1990)]

(h) *Trial.*

(1) When discovery is completed, the appellant shall request the assigned judge to schedule the appeal for trial.

(2) Upon the request of the appellant, the Court shall schedule the trial for a date certain.

(3) In the event the appellant fails to request a date certain for trial of the appeal, upon the motion of any party or upon the judge's own motion, the Court may enter an order setting the date for trial.

(4) A motion to continue the trial shall be presented to the Court at least two weeks prior to the date scheduled for trial. In deciding such a motion for continuance, the Court will consider the grounds set forth in Pa.R.C.P. No. 216.

(5) In cases that have been inactive for an unreasonable period of time, on motion of any party the Court may issue a Rule to Show Cause why the appeal should not be terminated. The Court upon return of said Rule may terminate inactive cases pursuant to the standards and procedures articulated in Pa.R.C.P. No. 230.2.

**EXAMPLE PROPOSED SCHEDULING CONFERENCE ORDER**

IN THE COURT OF COMMON PLEAS OF WESTMORELAND COUNTY, PA

CIVIL DIVISION

(OWNER),	]	
	]	
Appellant,	]	
	]	
vs.	]	No. _____ of 20__
	]	
WESTMORELAND COUNTY BOARD	]	
OF ASSESSMENT APPEALS OF	]	
	]	
Appellee.	]	
	]	
vs.	]	
	]	
WESTMORELAND COUNTY, (MUNICIPALITY)	]	
and (SCHOOL DISTRICT),	]	
	]	
Interested Parties.	]	
TAX MAP NUMBER ##-##-##-#-###-##-###	]	
(The Tax Map Number must appear in the above format)	]	

ORDER OF COURT SETTING STATUS CONFERENCE

AND NOW, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, it is ORDERED that:

- 1. A status conference is set for \_\_\_\_\_, 20\_\_\_\_ in Court Room # \_\_\_\_\_ at \_\_\_\_:\_\_\_\_ am/pm; and
- 2. All parties to the above captioned tax assessment appeal, including all interested parties, shall attend said status conference in person or through counsel.

BY THE COURT:

\_\_\_\_\_  
J.

EXAMPLE ASSESSMENT APPEAL CAPTION

IN THE COURT OF COMMON PLEAS OF WESTMORELAND COUNTY, PA

CIVIL DIVISION

(OWNER),	]	
	]	
Appellant,	]	
	]	
vs.	]	No. _____ of 20____
	]	
WESTMORELAND COUNTY BOARD	]	
OF ASSESSMENT APPEALS OF	]	
	]	
Appellee.	]	
	]	
vs.	]	
	]	
WESTMORELAND COUNTY, (MUNICIPALITY)	]	
and (SCHOOL DISTRICT),	]	
	]	
Interested Parties.	]	

TAX MAP NUMBER ##-##-##-##-###-##-### ]  
(The Tax Map Number must appear in the above format)

In appeals where the Owner is not the appellant, the Taxing Body or other such appealing party shall be listed as the Appellant. In such cases, the Owner shall be listed as an additional Interested Party.

[Pa.B. Doc. No. 16-1423. Filed for public inspection August 19, 2016, 9:00 a.m.]

\_\_\_\_\_

# RULES AND REGULATIONS

## Title 4—ADMINISTRATION

### STATE EMPLOYEES' RETIREMENT BOARD

#### [ 4 PA. CODE CHS. 245 AND 247 ]

#### Member Purchases of Credit for Previous State Service and Re-election of Benefit Option

The State Employees' Retirement Board (Board) amends § 245.4 (relating to member purchases of credit for previous State service) and adds § 247.5a (relating to re-election of benefit option) to read as set forth in Annex A.

##### A. *Effective Date*

This final-form rulemaking will be effective upon publication in the *Pennsylvania Bulletin*.

##### B. *Contact Persons*

For further information contact Jay Pagni, Director of Communications and Policy, State Employees' Retirement System, 30 North Third Street, Suite 150, Harrisburg, PA 17101-1716, (717) 237-0236; Sharon S. Smith, Legislative Specialist, (717) 237-0227; or M. Catherine Nolan, Assistant Counsel, State Employees' Retirement System, 30 North Third Street, Suite 150, Harrisburg, PA 17101-1716, (717) 237-0392.

##### C. *Statutory Authority*

This final-form rulemaking is being made under the authority of 71 Pa.C.S. § 5902(h) (relating to administrative duties of the board).

##### D. *Background and Purpose*

Part XXV of 71 Pa.C.S. (relating to State Employees' Retirement Code) (Retirement Code) permits members of the State Employees' Retirement System (SERS) and the Public School Employees' Retirement System (PSERS) who have elected multiple service to purchase credit for previous State service that is uncredited because membership in SERS was optional at the time it was rendered. The amendment to § 245.4 expressly requires that a member who elects to purchase previous State service credit shall purchase credit for all service simultaneously. Partial purchases of previous optional State service are not allowed. The amendment also extends the time to pay for period by payroll deductions from the customary 3 years to 6 years.

The Board has long interpreted the Retirement Code to require that the purchase be comprehensive and Commonwealth Court affirmed SERS' interpretation in *Susan Shinkman v. State Employees' Retirement Board*, 958 A.2d 613 (Pa. Cmwlth. 2008). Therefore, this amendment maintains the status quo except in that it extends the payroll deduction payment period for the flexibility of the member.

Section 247.5a pertains to a member's limited right to re-elect a benefit option. The Retirement Code permits retired members who selected a retirement benefit payment option with a joint and survivor annuity to select a new benefit payment option under certain circumstances. Specifically, the Retirement Code provides that if the designated survivor annuitant predeceases the member or the member divorces or marries after retirement, the member has the right to re-elect an option. The Retirement

Code does not expressly state the time within which the member may exercise the re-election right.

The absence of a time limitation would allow a member to delay changing the option indefinitely and could result in the payment of a larger total benefit. When a member re-elects a benefit option, the member's benefit and any survivor annuity is recomputed to be actuarially equivalent to the value of the benefit remaining at the time of the recomputation. The recomputation often produces a lower monthly annuity payment to the member. By delaying the option change, the member can postpone the benefit payment reduction and could secure a larger total benefit that would be payable otherwise. In addition, the Retirement Code is silent as to whether a member who experiences multiple triggering events has a single right to change the initial benefit option or whether re-election options may accumulate, potentially allowing a member to accumulate opportunities to change the option selection, thereby further enhancing the member's benefit beyond the statutory maximum.

Section 247.5a provides the right to re-elect an option remains valid until the earlier of 7 years from the triggering event or upon the occurrence of a subsequent triggering event.

##### E. *Benefits, Costs and Compliance*

###### *Benefits*

This final-form rulemaking makes SERS' regulation regarding purchasing service credit for previous optional State service consistent with SERS' long-standing interpretation of the Retirement Code and with Commonwealth Court precedent, and eases members' payment terms. It also sets forth reasonable limitations, clarifying a member's ability to select a new benefit payment option.

###### *Costs*

This final-form rulemaking maintains the status quo, except with regard to the extended payment period. The extended payment period has no impact on the service purchase cost or applicable interest. Therefore, this final-form rulemaking has no associated cost.

###### *Compliance costs*

This final-form rulemaking will not impose additional compliance costs on State employees or employers.

##### F. *Sunset Review*

A sunset review is not applicable.

##### G. *Regulatory Review*

Under section 5(a) of the Regulatory Review Act (71 P.S. § 745.5(a)), on January 6, 2016, the Board submitted a copy of the notice of proposed rulemaking, published at 46 Pa.B. 354 (January 16, 2016), to the Independent Regulatory Review Commission (IRRC) and the Chairpersons of the House State Government Committee and the Senate Finance Committee for review and comment.

Under section 5(c) of the Regulatory Review Act, the Board shall submit to IRRC and the House and Senate Committees copies of comments received during the public comment period, as well as other documents when requested.

Under section 5.1(j.2) of the Regulatory Review Act (71 P.S. § 745.5a(j.2)), on July 20, 2016, the final-form rulemaking was deemed approved by the House and Senate



Committees. Under section 5(g) of the Regulatory Review Act, the final-form rulemaking was deemed approved by IRRC effective July 20, 2016.

H. *Public Comments*

The proposed rulemaking was published at 46 Pa.B. 354. The public comment period closed on February 23, 2016. No comments were received on the proposed rulemaking. Subsequently, during a review prior to submitting the final-form rulemaking, a nonsubstantive correction was made in § 245.4(a) to add “a” between “who is” and “member of the.” No other changes have been made from the proposed rulemaking.

I. *Findings*

The Board finds that:

(1) Public notice of intention to adopt the administrative amendments adopted by this order has been given under sections 201 and 202 of the act of July 31, 1968 (P.L. 769, No. 240) (45 P.S. §§ 1201 and 1202) and the regulations thereunder, 1 Pa. Code § 7.1 and 7.2.

(2) The amendments to the regulations are necessary and appropriate for the administration of the Retirement Code.

J. *Order*

The Board, acting under the Retirement Code, orders that:

(a) The regulations of the Board, 4 Pa. Code Chapters 245 and 247, are amended by adding § 247.5a and amending § 245.4 to read as set forth in Annex A.

(b) The Secretary of the Board shall submit this order and Annex A to the Office of Attorney General for review and approval as to form and legality as required by law.

(c) The Secretary of the Board shall certify this order and Annex A and deposit them with the Legislative Reference Bureau as required by law.

(d) This order shall take effect immediately upon publication in the *Pennsylvania Bulletin*.

DAVID R. FILLMAN,  
*Chairperson*

(*Editor’s Note:* See 46 Pa.B. 4899 (August 6, 2016) for IRRC’s approval order.)

**Fiscal Note:** Fiscal Note 31-14 remains valid for the final adoption of the subject regulations.

**Annex A**

**TITLE 4. ADMINISTRATION**

**PART X. STATE EMPLOYEES’ RETIREMENT BOARD**

**CHAPTER 245. CONTRIBUTIONS**

**§ 245.4. Member purchases of credit for previous State service.**

(a) A State employee who is a member of the System or a school employee who is a member of the Public School Employees’ Retirement System who has timely elected multiple service may receive service credit for all uncredited previous State service, provided the member applies for and makes the required contributions for all uncredited State service, regardless of the amount of State service previously credited.

(b) The member may make the required contributions through payroll deductions over a period of not more than 6 years.

**CHAPTER 247. BENEFITS**

**§ 247.5a. Re-election of benefit option.**

(a) A member who has filed an application for benefits and who has designated a survivor annuitant has the right to re-elect a benefit option and to nominate a beneficiary or a new survivor annuitant if, after filing the application, the designated survivor annuitant predeceases the member, the member is awarded a divorce or the member becomes married, provided the member files a timely application for option change with the Board.

(b) The member’s right to re-elect a benefit option remains valid for 7 years from the date of the death, divorce or marriage that triggered the right or until the occurrence of a subsequent triggering event, whichever occurs first. Upon the occurrence of a subsequent triggering event, a superseding right to re-elect shall begin.

(c) Upon the member’s timely filing of an application for option change, the member’s annuity will be recomputed to be actuarially equivalent to the annuity in effect immediately prior to the recomputation.

[Pa.B. Doc. No. 16-1424. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Title 34—LABOR AND INDUSTRY**

**DEPARTMENT OF LABOR AND INDUSTRY**

**[ 34 PA. CODE CH. 63 ]**

**Responsibilities of Employers; Effective Date of 34 Pa. Code §§ 63.111—63.115**

Under §§ 63.111—63.115 (relating to payment by electronic transfer), certain employers are required to pay unemployment compensation contributions and reimbursement invoices by specified electronic methods. The final-form rulemaking published at 41 Pa.B. 3094 (June 18, 2011) ordered that §§ 63.111—63.115 “will take effect on the date designated by the Department in a notice published in the *Pennsylvania Bulletin* and will apply to calendar quarters and billing periods that begin on or after the effective date.”

Under section 201(a) of the Unemployment Compensation Law (43 P.S. § 761(a)) and the effective date provision published at 41 Pa.B. 3094, the effective date of §§ 63.111—63.115 is January 1, 2017.

The Department of Labor and Industry intends to distribute information and instructions to employers regarding the implementation of electronic payment.

Questions should be directed to Kevin M. Cicak, Deputy Secretary for Unemployment Compensation Programs, Labor and Industry Building, 651 Boas Street, Harrisburg, PA 17121.

KATHY M. MANDERINO,  
*Secretary*

[Pa.B. Doc. No. 16-1425. Filed for public inspection August 19, 2016, 9:00 a.m.]

## Title 58—RECREATION

### GAME COMMISSION [ 58 PA. CODE CH. 133 ]

#### Wildlife Classification; Furbearers

To effectively manage the wildlife resources of this Commonwealth, the Game Commission (Commission), at its July 19, 2016, meeting, amended § 133.5 (relating to furbearers) to reclassify porcupines as furbearers and also permit porcupines to be hunted with a hunting license or hunted and trapped with a furtakers license.

The final-form rulemaking will not have an adverse impact on the wildlife resources of this Commonwealth.

The authority for the final-form rulemaking is 34 Pa.C.S. (relating to Game and Wildlife Code) (code).

Notice of proposed rulemaking was published at 46 Pa.B. 2680 (May 28, 2016).

##### 1. Purpose and Authority

The Commission amends § 133.5 to reclassify porcupines as furbearers and also permit porcupines to be hunted with a hunting license or hunted and trapped with a furtaking license, should a hunting or furtaking season, or both, be established each year.

Section 322(c)(8) of the code (relating to powers and duties of commission) specifically empowers the Commission to “[a]dd to or change the classification of any wild bird or wild animal.” Section 2102(a) of the code (relating to regulations) provides that “[t]he commission shall promulgate such regulations as it deems necessary and appropriate concerning game or wildlife and hunting or furtaking in this Commonwealth, including regulations relating to the protection, preservation and management of game or wildlife and game or wildlife habitat, permitting or prohibiting hunting or furtaking, the ways, manner, methods and means of hunting or furtaking, and the health and safety of persons who hunt or take game or wildlife in this Commonwealth.” The amendments to § 133.5 are adopted under this authority.

##### 2. Regulatory Requirements

The final-form rulemaking amends § 133.5 to reclassify porcupines as furbearers and also permit porcupines to be hunted with a hunting license or hunted and trapped with a furtaking license.

##### 3. Persons Affected

Persons wishing to hunt or trap porcupines in this Commonwealth may be affected by the final-form rulemaking.

##### 4. Comment and Response Summary

There were no official comments received regarding the final-form rulemaking.

##### 5. Cost and Paperwork Requirements

This final-form rulemaking should not result in additional cost or paperwork.

##### 6. Effective Date

This final-form rulemaking will be effective upon publication in the *Pennsylvania Bulletin* and will remain in effect until changed by the Commission.

##### 7. Contact Person

For further information regarding the final-form rulemaking, contact Thomas P. Grohol, Director, Bureau of

Wildlife Protection, 2001 Elmerton Avenue, Harrisburg, PA 17110-9797, (717) 783-6526.

#### Findings

The Commission finds that:

(1) Public notice of intention to adopt the administrative amendments adopted by this order has been given under sections 201 and 202 of the act of July 31, 1968 (P.L. 769, No. 240) (45 P.S. §§ 1201 and 1202) and the regulations thereunder, 1 Pa. Code §§ 7.1 and 7.2.

(2) The adoption of the amendments of the Commission in the manner provided in this order is necessary and appropriate for the administration and enforcement of the authorizing statute.

#### Order

The Commission, acting under the authorizing statute, orders that:

(a) The regulations of the Commission, 58 Pa. Code Chapter 133, are amended by amending § 133.5 to read as set forth at 46 Pa.B. 2680.

(b) The Executive Director of the Commission shall certify this order and 46 Pa.B. 2680 and deposit them with the Legislative Reference Bureau as required by law.

(c) This order shall become effective upon final-form publication in the *Pennsylvania Bulletin*.

R. MATTHEW HOUGH,  
*Executive Director*

**Fiscal Note:** Fiscal Note 48-395 remains valid for the final adoption of the subject regulation.

[Pa.B. Doc. No. 16-1426. Filed for public inspection August 19, 2016, 9:00 a.m.]

### GAME COMMISSION

#### [ 58 PA. CODE CH. 135 ]

#### Lands and Buildings; State Game Lands

To effectively manage the wildlife resources of this Commonwealth, the Game Commission (Commission), at its July 19, 2016, meeting, amended § 135.41 (relating to State game lands) to prohibit the operation, control, retrieval or launching of unmanned aerial vehicles on or from lands and waters designated as State game lands.

The final-form rulemaking will not have an adverse impact on the wildlife resources of this Commonwealth.

The authority for the final-form rulemaking is 34 Pa.C.S. (relating to Game and Wildlife Code) (code).

Notice of proposed rulemaking was published at 46 Pa.B. 3258 (June 25, 2016).

##### 1. Purpose and Authority

The Commission has observed a dramatic, if not explosive, increase in the popularity and use of unmanned aerial vehicles (commonly referred to as drones) across this Commonwealth during the past year. This increase has unfortunately resulted in unintended uses on lands designated as State game lands that compromise the purposes for which these lands were acquired. These activities range from degradation of the natural and scenic values of these lands to actual wildlife disturbance and harassment activities. The Commission is also concerned that use of these devices on State game lands may expand to interference with lawful hunting and trapping

activities in the future. The Commission amends § 135.41 to prohibit the operation, control, retrieval or launching of unmanned aerial vehicles on or from lands and waters designated as State game lands. However, the amendment specifically limits the applicability of this prohibition activities specifically authorized by the Commission in writing or any Federal, State or local government response to fire, rescue, police or other emergency matter or engagement in legitimate governmental function.

Section 721(a) of the code (relating to control of property) provides “[t]he administration of all lands or waters owned, leased or otherwise controlled by the commission shall be under the sole control of the director, and the commission shall promulgate regulations...for its use and protection as necessary to properly manage these lands or waters.” The amendments to § 135.41 are adopted under this authority.

2. *Regulatory Requirements*

The final-form rulemaking amends § 135.41 to prohibit the operation, control, retrieval or launching of unmanned aerial vehicles on or from lands and waters designated as State game lands.

3. *Persons Affected*

Persons wishing to operate, control, retrieve or launch unmanned aerial vehicles on or from lands or waters designated as State game lands will be affected by this final-form rulemaking.

4. *Comment and Response Summary*

There were no official comments received regarding the final-form rulemaking.

5. *Cost and Paperwork Requirements*

This final-form rulemaking should not result in additional cost or paperwork.

6. *Effective Date*

This final-form rulemaking will be effective upon publication in the *Pennsylvania Bulletin* and will remain in effect until changed by the Commission.

7. *Contact Person*

For further information regarding the final-form rulemaking, contact Thomas P. Grohol, Director, Bureau of Wildlife Protection, 2001 Elmerton Avenue, Harrisburg, PA 17110-9797, (717) 783-6526.

*Findings*

The Commission finds that:

(1) Public notice of intention to adopt the administrative amendment adopted by this order has been given under sections 201 and 202 of the act of July 31, 1968 (P.L. 769, No. 240) (45 P.S. §§ 1201 and 1202) and the regulations thereunder, 1 Pa. Code §§ 7.1 and 7.2.

(2) The adoption of the amendment of the Commission in the manner provided in this order is necessary and appropriate for the administration and enforcement of the authorizing statute.

*Order*

The Commission, acting under the authorizing statute, orders that:

(a) The regulations of the Commission, 58 Pa. Code Chapter 135, are amended by amending § 135.41 to read as set forth at 46 Pa.B. 3258.

(b) The Executive Director of the Commission shall certify this order and 46 Pa.B. 3258 and deposit them with the Legislative Reference Bureau as required by law.

(c) This order shall become effective upon final-form publication in the *Pennsylvania Bulletin*.

R. MATTHEW HOUGH,  
*Executive Director*

**Fiscal Note:** Fiscal Note 48-396 remains valid for the final adoption of the subject regulation.

[Pa.B. Doc. No. 16-1427. Filed for public inspection August 19, 2016, 9:00 a.m.]

**GAME COMMISSION**

**[ 58 PA. CODE CH. 135 ]**

**Lands and Buildings; Special Wildlife Management Areas**

To effectively manage the wildlife resources of this Commonwealth, the Game Commission (Commission), at its July 19, 2016, meeting, amended § 135.103 (relating to registration for controlled goose hunting areas) to permit the Director to designate 1 shooting day at the Middle Creek and Pymatuning Wildlife Management Areas as a veterans with disabilities only day.

The final-form rulemaking will not have an adverse impact on the wildlife resources of this Commonwealth.

The authority for the final-form rulemaking is 34 Pa.C.S. (relating to Game and Wildlife Code) (code).

Notice of proposed rulemaking was published at 46 Pa.B. 2679 (May 28, 2016).

1. *Purpose and Authority*

Last year, the Commission held a trial run of a veterans with disabilities hunt at the Pymatuning Wildlife Management Area. The Commission determined that holding this 1-day hunt during the regular open season in the future will further improve these sportsmen the opportunity to hunt waterfowl at both of the Commission’s special wildlife management areas. The Commission received significant support and future commitment from organized sporting organizations and unaffiliated sportsmen volunteers to enhance the quality and success of this unique hunting opportunity. The Commission amends § 135.103 to permit the Director to designate 1 shooting day at the Middle Creek and Pymatuning Wildlife Management Areas as a veterans with disabilities only day.

Section 721(a) of the code (relating to control of property) provides “[t]he administration of all lands or waters owned, leased or otherwise controlled by the commission shall be under the sole control of the director, and the commission shall promulgate regulations...for its use and protection as necessary to properly manage these lands or waters.” The amendments to § 135.103 are adopted under this authority.

2. *Regulatory Requirements*

The final-form rulemaking amends § 135.103 to permit the Director to designate 1 shooting day at the Middle Creek and Pymatuning Wildlife Management Areas as a veterans with disabilities only day.

### 3. *Persons Affected*

Persons wishing to hunt waterfowl at the Middle Creek and Pymatuning Wildlife Management Areas will be affected by the final-form rulemaking.

### 4. *Comment and Response Summary*

There were no official comments received regarding the final-form rulemaking.

### 5. *Cost and Paperwork Requirements*

This final-form rulemaking should not result in additional cost or paperwork.

### 6. *Effective Date*

This final-form rulemaking will be effective upon publication in the *Pennsylvania Bulletin* and will remain in effect until changed by the Commission.

### 7. *Contact Person*

For further information regarding the final-form rulemaking, contact Thomas P. Grohol, Director, Bureau of Wildlife Protection, 2001 Elmerton Avenue, Harrisburg, PA 17110-9797, (717) 783-6526.

### *Findings*

The Commission finds that:

(1) Public notice of intention to adopt the administrative amendment adopted by this order has been given under sections 201 and 202 of the act of July 31, 1968 (P.L. 769, No. 240) (45 P.S. §§ 1201 and 1202) and the regulations thereunder, 1 Pa. Code §§ 7.1 and 7.2.

(2) The adoption of the amendment of the Commission in the manner provided in this order is necessary and appropriate for the administration and enforcement of the authorizing statute.

### *Order*

The Commission, acting under the authorizing statute, orders that:

(a) The regulations of the Commission, 58 Pa. Code Chapter 135, are amended by amending § 135.103 to read as set forth at 46 Pa.B. 2679.

(b) The Executive Director of the Commission shall certify this order and 46 Pa.B. 2679 and deposit them with the Legislative Reference Bureau as required by law.

(c) This order shall become effective upon final-form publication in the *Pennsylvania Bulletin*.

R. MATTHEW HOUGH,  
*Executive Director*

**Fiscal Note:** Fiscal Note 48-398 remains valid for the final adoption of the subject regulation.

[Pa.B. Doc. No. 16-1428. Filed for public inspection August 19, 2016, 9:00 a.m.]

**GAME COMMISSION**  
**[ 58 PA. CODE CH. 147 ]**

**Deer Control; Political Subdivisions**

To effectively manage the wildlife resources of this Commonwealth, the Game Commission (Commission), at its July 19, 2016, meeting, amended § 147.322 (relating to application for deer control permit) to provide greater emphasis on the importance of the use of public hunting

as a prerequisite consideration in the deer control permit application and approval process.

The final-form rulemaking will not have an adverse impact on the wildlife resources of this Commonwealth.

The authority for the final-form rulemaking is 34 Pa.C.S. (relating to Game and Wildlife Code) (code).

Notice of proposed rulemaking was published at 46 Pa.B. 2678 (May 28, 2016).

### 1. *Purpose and Authority*

Section 103 of the code (relating to ownership, jurisdiction and control of game and wildlife) mandates that the Commission utilize hunting and trapping as the primary method of effecting necessary management of game, furbearer and wildlife populations. The Commission amends § 147.322 to provide greater emphasis on the importance of the use of public hunting as a prerequisite consideration in the deer control permit application and approval process.

Section 2901(b) of the code (relating to authority to issue permits) provides that “the commission may, as deemed necessary to properly manage the game or wildlife resources, promulgate regulations for the issuance of any permit and promulgate regulations to control the activities which may be performed under authority of any permit issued.” The amendments to § 147.322 are adopted under this authority.

### 2. *Regulatory Requirements*

The final-form rulemaking amends § 147.322 to provide greater emphasis on the importance of the use of public hunting as a prerequisite consideration in the deer control permit application and approval process.

### 3. *Persons Affected*

Political subdivision or government agency applicants wishing to participate in the Commission’s deer control permit program will be affected by the final-form rulemaking.

### 4. *Comment and Response Summary*

There were no official comments received regarding the final-form rulemaking.

### 5. *Cost and Paperwork Requirements*

This final-form rulemaking should not result in additional cost or paperwork.

### 6. *Effective Date*

This final-form rulemaking will be effective upon publication in the *Pennsylvania Bulletin* and will remain in effect until changed by the Commission.

### 7. *Contact Person*

For further information regarding the final-form rulemaking, contact Thomas P. Grohol, Director, Bureau of Wildlife Protection, 2001 Elmerton Avenue, Harrisburg, PA 17110-9797, (717) 783-6526.

### *Findings*

The Commission finds that:

(1) Public notice of intention to adopt the administrative amendments adopted by this order has been given under sections 201 and 202 of the act of July 31, 1968 (P.L. 769, No. 240) (45 P.S. §§ 1201 and 1202) and the regulations thereunder, 1 Pa. Code §§ 7.1 and 7.2.

(2) The adoption of the amendments of the Commission in the manner provided in this order is necessary and appropriate for the administration and enforcement of the authorizing statute.

*Order*

The Commission, acting under the authorizing statute, orders that:

(a) The regulations of the Commission, 58 Pa. Code Chapter 147, are amended by amending § 147.322 to read as set forth at 46 Pa.B. 2678.

(b) The Executive Director of the Commission shall certify this order and 46 Pa.B. 2678 and deposit them with the Legislative Reference Bureau as required by law.

(c) This order shall become effective upon final-form publication in the *Pennsylvania Bulletin*.

R. MATTHEW HOUGH,  
*Executive Director*

**Fiscal Note:** Fiscal Note 48-397 remains valid for the final adoption of the subject regulation.

[Pa.B. Doc. No. 16-1429. Filed for public inspection August 19, 2016, 9:00 a.m.]

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# PROPOSED RULEMAKING

## ENVIRONMENTAL QUALITY BOARD

[ 25 PA. CODE CH. 252 ]

### Environmental Laboratory Accreditation

The Environmental Quality Board (Board) proposes to amend Chapter 252 (relating to environmental laboratory accreditation). This proposed rulemaking clarifies existing requirements, deletes or amends overly restrictive and cost prohibitive requirements, and proposes additional requirements necessary for laboratory accreditation. This proposed rulemaking also amends the fee structure in § 252.204 (relating to fees).

This proposed rulemaking was adopted by the Board at its meeting of May 17, 2016.

#### A. *Effective Date*

This proposed rulemaking will go into effect upon final-form publication in the *Pennsylvania Bulletin*.

#### B. *Contact Persons*

For further information contact Aaren S. Alger, Chief, Laboratory Accreditation Program, P.O. Box 1467, Harrisburg, PA 17105-1467, (717) 346-8212; or William S. Cumings, Jr., Assistant Counsel, Bureau of Regulatory Counsel, P.O. Box 8464, Rachel Carson State Office Building, Harrisburg, PA 17105-8464, (717) 787-7060. Persons with a disability may use the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD users) or (800) 654-5988 (voice users). This proposed rulemaking is available on the Department of Environmental Protection's (Department) web site at [www.dep.pa.gov](http://www.dep.pa.gov) (select "Public Participation," then "Environmental Quality Board (EQB)").

#### C. *Statutory Authority*

This proposed rulemaking is being made under the authority of 27 Pa.C.S. §§ 4103(a), 4104 and 4105 (relating to establishment of program; powers and duties; and powers and duties of Environmental Quality Board) and section 1920-A of The Administrative Code of 1929 (71 P.S. § 510-20), authorizing and directing the Board to adopt regulations necessary for the proper performance of the work of the Department.

#### D. *Background and Purpose*

Chapter 252 became effective on January 28, 2006, and was amended on April 10, 2010. While completing ongoing rounds of laboratory assessments under Chapter 252, the Laboratory Accreditation Program (Program) discovered various provisions that are unclear, the regulations are lacking sufficient detail to ensure full compliance with the regulatory requirements or standards are overly restrictive and cost prohibitive. The Program also determined that several necessary standards for accreditation are lacking. The scope of Chapter 252 remains unchanged.

Under 27 Pa.C.S. § 4104(6), the accreditation fees must be "in an amount sufficient to pay the department's cost of implementing and administering the accreditation program." In addition, § 252.204(b) requires the Department to recommend to the Board regulatory changes to the accreditation fees every 3 years to address any disparity between Program income generated by the fees and

Program costs. In accordance with this requirement, the Program performed a workload analysis to evaluate the costs associated with the Program. Based on this workload analysis, the Department determined that the accreditation fees in § 252.204 are not sufficient to recover the Department's costs to implement the Program. This proposed rulemaking provides a new fee structure to cover the costs of the Program.

The Department worked with the Laboratory Accreditation Advisory Committee (LAAC) to propose amendments to Chapter 252 in a manner that ensures appropriate requirements for environmental laboratory accreditation. The Department, with the assistance of the LAAC, ensured that the interests, concerns and needs of the regulated community were considered and implemented appropriately. The LAAC met throughout 2014 and 2015 to review and comment on drafts of the proposed Chapter 252 amendments presented by the Department. On December 2, 2015, the LAAC unanimously voted to recommend the proposed Chapter 252 amendments for presentation to the Board.

#### E. *Summary of Regulatory Requirements*

Federal regulations exist for the certification of the analysis of drinking water samples but Federal regulations do not exist for the accreditation of the analysis of nonpotable water (wastewater) or solid and chemical materials. This proposed rulemaking is more stringent than the Federal requirements for laboratory accreditation but not more stringent than the current environmental laboratory accreditation regulations. This proposed rulemaking does not expand the Department's oversight or regulatory authority over environmental testing laboratories.

Federal regulations cover the testing and analysis of samples from public drinking water suppliers. The Federal drinking water laboratory certification program consists of requiring the use of Federally promulgated methods for testing and analysis and recommended laboratory practices. Some of the requirements in these regulations are more stringent than the Federal standards for the certification of environmental laboratories performing testing or analysis on samples from public drinking water suppliers because the Federal standards offer recommendations or guidance that are mandated in Chapter 252.

There are no Federal standards or regulations for accreditation of environmental laboratory testing for nonpotable water (wastewater) and solid and chemical materials. The Federal regulations do mandate specific test methods and performance of the testing laboratories, but do not mandate that the laboratories seek and obtain accreditation. Because there is no Federally mandated accreditation program for environmental laboratories testing nonpotable water (wastewater) and solid and chemical materials and the Federal certification program for testing of potable water consists mostly of recommended practices, most of these regulations are more stringent than the Federal program. This proposed rulemaking contains the minimum requirements for an environmental laboratory performing testing or analysis on wastewater and solid and chemical materials as well as drinking water.

An effective laboratory accreditation program is a proactive measure to protect the public health and the environment and to help ensure that the results used to make critical decisions about the public health and

environment obtained using Department and United States Environmental Protection Agency (EPA) approved procedures and that the data are of known and documented quality. In recent years, the Program has observed an increase in the number and severity of violations committed by commercial environmental laboratories. These violations directly impact the quality of the data used for compliance decisions in the Commonwealth. The Program continues to investigate, enforce and penalize these noncompliant laboratories based on 27 Pa.C.S. Chapter 41 (relating to environmental laboratory accreditation) and its regulations. Nonregulation would result in a system that does not ensure the procedures that produce the overwhelming majority of data used for environmental decisions in the Commonwealth are being performed accurately. Without periodic in-depth onsite and offsite laboratory assessments, the Department cannot have confidence in the data submitted.

#### *Subchapter A. General Provisions*

Sections 252.1 and 252.5 (relating to definitions; and NELAP equivalency) are proposed to be amended to correctly state that the Department offers and grants National Environmental Laboratory Accreditation Program (NELAP) accreditation.

Laboratories reporting analytical testing results for any of the 12 statutes referenced in § 252.4(a) (relating to general requirements) are proposed to be included among the types of laboratories which fall within the scope of Chapter 252. Currently, only laboratories which test or analyze environmental samples fall within the scope of Chapter 252.

The proposed rulemaking includes specific requirements for laboratories regarding development and maintenance of instructions for sample collection, preservation and sample receipt. To ensure that laboratories generating compliance data for the Department meet the same standards of performance, the requirement of NELAP laboratories to adhere to §§ 252.307 and 252.401 (relating to methodology; and basic requirements) is proposed to be added to § 252.5. The term "onsite" with respect to onsite assessments is proposed to be deleted throughout Chapter 252, with the exception for requiring onsite assessments for initial accreditation, to allow for the Department to explore cost-saving alternatives such as offsite assessments.

Section 252.6 (relating to accreditation-by-rule) is proposed to be amended to specify that all laboratories performing testing or analysis for compliance testing or reporting results of compliance testing shall meet the requirements of this section and that laboratories are deemed to be accreditation-by-rule if, among other things, they only report the accredited-action-rule parameters in subsections (c) and (f).

#### *Subchapter B. Application, fees and supporting documents*

Sections 252.201(a) and 252.203(a) (relating to application and supporting documents; and accreditation renewal) are proposed to be amended by deleting "in writing" and adding "in the format specified by the Department" to allow for advances in technology and submission of electronic applications.

Section 252.203(d) is proposed to be added to require laboratories to provide notification to each affected customer of an expiration of the certificate of accreditation within 48 hours of the expiration.

Section 252.204(a) is proposed to be amended to allow applicant laboratories to pay the accreditation fees by

credit card when the Department can accept credit card payments. Laboratories choosing to pay by credit card will be required to pay all service charges or administrative fees in addition to the accreditation fees established by this section.

An environmental laboratory will pay an initial application fee and annual renewal fees based on the appropriate accreditation categories sought. Under 27 Pa.C.S. Chapter 41, the fees provided in § 252.204 must be sufficient to pay the Department's cost of implementing and administering the Program, including processing applications for certificates of accreditation, the issuance, renewal, modification or other action relating to the certificate. Laboratories pay fees based on the number and complexity of the categories for which they request accreditation. The cost of each fee category is based on the number of assessor hours necessary to accredit an environmental laboratory for that given category.

To appropriately distribute the cost of the implementation of the Program, the fee structure in § 252.204 is proposed to be amended to reflect the costs associated with implementation of the Program.

Section 252.205(a)(2)(i) (relating to out-of-State laboratories) is proposed to be amended to add clarification that laboratories seeking secondary NELAP accreditation shall meet the requirements of § 252.5.

In § 252.206 (relating to out-of-State onsite reimbursement), the rate for reimbursement of out-of-State travel for assessors is proposed to be changed from \$50 to \$75 per hour.

#### *Subchapter C. General standards for accreditation*

Section 252.301(h) (relating to laboratory supervisor) is proposed to be amended to specify that the laboratory shall designate a Department-approved temporary laboratory supervisor if the primary laboratory supervisor is absent. The number of days that a laboratory supervisor may be absent is proposed to be amended from 16 days to 21 days.

Terminology is proposed to be added to § 252.302(a) and (b) (relating to qualifications of the laboratory supervisor) to better explain the current requirements for laboratory supervisors at laboratories accredited to perform organics, trace metals and inorganic nonmetals analyses. The education and experience requirements for organics and trace metals analyses remains unchanged while the experience requirements for laboratory supervisors supervising inorganic nonmetals, basic microbiology, basic drinking water, basic nonpotable water and supervisors approved through the operator certification program are proposed to be reduced from 2 years to 1 year.

Section 252.302(c) is proposed to be amended to explain that the requirements for a laboratory supervisor of an environmental laboratory performing microbiological testing require a minimum of 4 microbiology credits. The analysis of *E. coli* is proposed to be added to subsection (d) as one of the testing types allowed to be supervised by an individual meeting the less stringent laboratory supervisor requirements for "basic" microbiology. The "basic" microbiology laboratory supervisor's experience requirements in subsection (d) is proposed to be reduced from 2 years to 1 year.

The educational requirements for laboratory supervisors of laboratories performing radiochemical analyses in § 252.302(e) is proposed to be changed to include credits in health physics instead of limiting the educational credits to chemistry.

The operator certification exam for laboratory supervisors became available in July 2015. Therefore, § 252.302(h) allowing 2 years of testing experience to substitute for the laboratory supervisor subclassification for operator certification is no longer applicable and is proposed to be deleted and replaced with a minimum requirement of 1 year of analytical testing experience.

Section 252.302(j) is proposed to be added to include experience and education requirements for whole effluent toxicity testing, which was previously included in the microbiology supervisor qualifications.

Section 252.302(k) is proposed to be added to clarify that all college-semester credit hours shall be obtained from an accredited college or university and subsection (l) is proposed to be added to state that all foreign transcripts must be translated into English and evaluated for United States semester credit hour equivalency to ensure that all laboratory supervisors meet the same educational requirements.

The EPA granted the Department primacy for the certification of cryptosporidium in 2014. The EPA mandates specific experience requirements for analysts performing testing of cryptosporidium that are not listed in Chapter 252. Accordingly, § 252.302(m) is proposed to be added to specify that if any method, regulation or program requires more stringent qualifications than those listed in § 252.302, then those requirements shall be met.

Section 252.304(b)(3)(vi) and (vii) (relating to personnel requirements), regarding initial and ongoing demonstration of capability requirements, is proposed to be amended to include additional detail regarding the concentration at which to prepare the four aliquots of the analyte. The proposed amendments clarify that the analyses of the four aliquots shall be analyzed consecutively but can occur on one or multiple days and provides additional clarification to explain how to evaluate the final results.

Editorial changes and clarifications are proposed throughout § 252.306 (relating to equipment, supplies and reference materials). Clarifications are proposed to the requirements for equipment, supplies and reference materials in subsection (c) to explain that the laboratory shall ensure that equipment, supplies and reference materials, including test instruments, meet the specifications required of the application for which it is used.

Additional detail is proposed to be added to § 252.306(f) to explain the documentation requirements for both balance calibrations and verifications, pH meter calibrations, refrigerators, incubators and other laboratory equipment. The term "working" is proposed to be added to subsection (f)(7)(ii) and (8)(iv) under "refrigeration equipment and freezers" and "incubators, water baths, heating blocks and ovens," respectively. The laboratories would be required to monitor the temperatures of these types of equipment each "working day" when "in use." The term "working day" would be interpreted as a day when the laboratory is open for business or laboratory staff are working in the laboratory, or both. As an example, when laboratories are closed for business and laboratory staff are not working in the laboratory, temperatures would not need to be taken. Conversely, in subsection (f)(8)(iv), when an incubator, water bath, heating block or oven is used as an incubation unit for microbiology, the temperature shall be monitored each day that the incubator is in use. Thus, a laboratory shall monitor microbiology incubators even when the laboratory is closed for business when the microbiology incubation

units are in use. The requirement to calibrate a pH meter with standards that bracket the pH range of samples is proposed to be deleted from subsection (f)(5). Specific detail is proposed to be added to the requirements for volumetric dispensing devices and graduated sample containers in subsection (f)(9) and (10). Subsection (g) is proposed to be amended to include a requirement to track laboratory supplies that are essential to obtain analytical results in the laboratory's recordkeeping system.

Subsection (h) is proposed to be amended to add "media" to ensure that media records are maintained in the same manner as standards and reagents. Laboratories are not permitted to use expired materials for testing or analysis of compliance samples. During discussions with the LAAC, the Department suggested that the laboratories be required to remove expired materials from the laboratory. However, the public and the LAAC suggested that these materials did not need to be removed, but segregated to ensure they were not used. The requirement to segregate expired materials from unexpired materials in the laboratory is proposed to be added to subsection (h)(6) to ensure that they cannot be used.

During recent onsite assessments performed by the Program, laboratories have increasingly been found to be in violation of temperature requirements for microbiology incubators. They were either using incubators that cannot maintain the mandated temperature ranges or were overloading the incubators and they could not recover back to the minimum temperature within acceptable time frames. In light of this, subsection (j) establishing a requirement to perform temperature distribution studies for microbiology incubators is proposed to be added. The requirements for frequency and minimum requirements are outlined. Laboratories will be required to develop a procedure to perform this study and the procedure must be based on the specific type and size of incubation unit and incubators that do not maintain constant temperatures cannot be used.

Editorial changes to § 252.307 are proposed. This section does not regulate the collection of compliance samples when these samples are not collected by accredited laboratories. Many sample collections are performed by individuals with little or no experience in proper sample handling, collection and preservation procedures. To the best of their ability, the laboratories that collect, receive and analyze the compliance samples shall ensure that the samples meet the requirements for a valid sample analysis. Subsection (j) is proposed to be added for laboratories to develop and maintain instructions for sample collection and preservation. The proposed subsection specifies what types of information these instructions must include, which will be dependent on the type of analyte being tested and for what compliance purpose, and that these instructions shall be made available to both laboratory employees that collect the samples and customers and clients that collect samples.

#### *Subchapter D. Quality assurance and quality control requirements*

During public meetings with the LAAC, procedures for handling environmental samples outlined in § 252.401(f) were repeatedly discussed and comments regarding the Department's proposals and expectations were received. It was suggested that additional detail is needed to more fully explain how and when samples shall be checked and how the documentation of these checks shall be maintained. The existing regulation does not specify when the checks shall be made, only that the environmental laboratory is responsible for these checks and that the labora-



tory shall ensure that each check is appropriate to determine the validity of the test and that the checks shall be recorded. The requirement to verify and document the condition of the samples by the environmental laboratory is proposed to be clarified to explain that both chemical and thermal preservation shall be checked for all samples, that sample pH for all samples is analyzed for chemistry; whole effluent toxicity and radiochemistry fields; and that samples shall be checked for residual chlorine if the requested test will be negatively impacted by the presence of chlorine. A requirement to include the identification of the individual receiving the sample at the laboratory is proposed to be added.

Subsection (j) does not currently require unique identification for test reports or a requirement to identify amendments to test results or reports. This has resulted in test reports and results being issued or amended by laboratories that are easily misunderstood and untraceable to the original report. The proposed amendment to subsection (j) adds items to be included in a test report from the laboratory, including the date in addition to the time of sample preparation and analysis for tests with short holding times, a unique test report identifier or code, and requirements for amendments to test reports.

Subsection (o) is proposed to be added to mandate that laboratories identify all opinions and interpretations on test reports and include an explanation for the basis of the opinion or interpretation.

Section 252.402 (relating to essential quality control requirements—chemistry) is proposed to be amended to add additional detail with regard to the raw data records that are necessary to permit reconstruction of the analytical testing, such as initial calibration (subsection (c)), method blank (subsection (g)) and laboratory control samples (subsection (h)).

This section is proposed to be amended to add standards necessary for the quality control protocols mandated by Chapter 252 when the approved methods do not include acceptance criteria requirements. Many analytical methods do not include specific acceptance criteria for one or more required quality control elements that Chapter 252 mandates. The proposed amendment to subsection (f)(6) provides that when a method exists that does not include minimum acceptance criteria for one or more quality control measures the environmental laboratory shall use the acceptance criteria established in an equivalent method. An equivalent method would be one where the same or similar analyte is analyzed using the same or similar methodology/technology. For example, a laboratory is using a spectrophotometric method for the analysis of nitrate that does not have acceptance criteria for the LCS recovery, such as Standard Methods 4500-NO<sub>3</sub> E. EPA 353.2 is also a spectrophotometric method for the analysis of nitrate and the LCS recovery for the LCS is 90–110% of the true value. The laboratory would use the 90–100% recovery limits for the evaluation of the LCS when analyzed by SM 4500-NO<sub>3</sub> E. The proposed amendment also provides specific information regarding how to develop acceptance criteria for quality control measures when an equivalent method is not available.

Many laboratories have been under the misunderstanding that because Chapter 252 states that data may be reported with data qualifiers, then the data associated with data qualifiers is acceptable to be reported without determining if qualified data is acceptable to the Department. To address this misconception, it is proposed to delete language in § 252.402(f)(8) that describes when sample results may be useable because the laboratories

regulated by this section should not be making the decision about usability of data.

Editorial changes and amendments are proposed throughout § 252.404 (relating to essential quality control requirement—microbiology). The documentation requirements for equipment, supplies and reference materials in this section were updated to ensure that necessary items for the reconstruction of the measurement are maintained. Subsection (d)(7) is proposed to be added to clarify that the heterotrophic plate count and bacteriological water quality test ratio analyses shall be performed by a laboratory accredited under Chapter 252. Subsection (g)(7) is proposed to be added to explain the requirements for sterility checks of Quanti-Tray™ sample trays. Proposed subsection (h) includes language that mirrors current language from § 252.401 explaining that laboratory materials cannot be used after their expiration date unless re-evaluated by a procedure approved by the Department.

Subsection (j) is proposed to be added to clarify that all quality control checks outlined in this section shall be performed after the laboratory receives the material. The sterility and efficacy of media and other microbiological supplies are directly affected by exposure to extreme temperatures and other environmental factors. The Department requires that laboratories verify the sterility and efficacy of the received materials for microbiological testing after the material is received by the laboratory.

#### *Subchapter E. Proficiency test study requirements*

Section 252.501(p) (relating to proficiency test study requirements) is proposed to be added to explain that proficiency test studies that are not handled, managed, analyzed or reported in accordance with this section will be invalidated. This section includes the specific requirements for a laboratory when ordering, receiving, handling, analyzing and reporting proficiency testing studies. Laboratories that do not manage proficiency test studies in accordance with this section may not use the inappropriate proficiency test study results for accreditation purposes.

#### *Subchapter F. Assessment requirements*

The term “onsite” is proposed to be deleted from § 252.601 (relating to assessment requirements) as used in the context of onsite assessments, when appropriate, to allow the Department to explore and implement alternative assessment procedures in lieu of onsite assessments. Subsection (d) is proposed to be amended to explain that the Department may deny, suspend or revoke a laboratory's accreditation in accordance with Subchapter G (relating to miscellaneous provisions) if the Department finds that the laboratory's noncompliance is so severe that action is warranted before the Department issues an assessment report or the laboratory submits a corrective action report. Subsections (e) and (h) are proposed to be amended to better explain the requirements for a corrective action report, including how to prepare the report and what information and other supporting documentation shall be provided as evidence of the laboratory's implementation of its corrective action.

#### *Subchapter G. Miscellaneous provisions*

Editorial changes are proposed throughout this subchapter, including deletion of “onsite” as previously explained. Sections 252.702(d), 252.703(e) and 252.704(c) (relating to revocation; suspension; and voluntary relinquishment) are proposed to be amended to state that the laboratory may notify the customers of a revocation or

suspension in a manner approved by the Department instead of on a form approved by the Department. It is proposed to add failure to maintain test instruments, equipment, supplies and reference materials meeting the specifications required to produce valid analytical results as grounds for denial, suspension and revocation of accreditation in § 252.701(b)(17) (relating to denial of application) and §§ 252.702(b)(18) and 252.703(c)(7). Failure to manage proficiency test study results in accordance with § 252.501 is proposed to be added as a cause for revocation and suspension of accreditation in §§ 252.702(b)(11) and 252.703(c)(8). Three additional reasons for suspension of accreditation are proposed in § 252.703(c), including failure to submit an acceptable corrective action report, failure to correct deficiencies from an assessment and failure to implement corrective action. This would provide the Department greater flexibility in enforcement of Chapter 252 and 27 Pa.C.S. Chapter 41. Currently, the Department's only option in response to a violation of these provisions is revocation of accreditation.

Editorial changes are proposed throughout § 252.705 (relating to use of accreditation), including deleting "NELAC." Subsection (c) is proposed to be amended to include expiration of accreditation as one of the events precipitating the sanctions outlined in that subsection.

The Department found numerous continued violations of the recordkeeping requirements in § 252.706 (relating to recordkeeping) during its regular onsite assessments and data review. To address this and to clarify the recordkeeping requirements, proposed amendments to subsection (b) specify some of the specific requirements for records that shall be maintained to allow reconstruction of laboratory activities. Subsection (c) is proposed to be amended to clarify that records, not just data, shall be recorded promptly and legibly and that if the individual making the observation is not the individual creating the record, then both individuals and their responsibilities shall be identified and documented.

Section 252.708 (relating to reporting and notification requirements) incorporates the reporting and notification requirements in Chapter 109 (relating to safe drinking water) by reference. In the previous amendment to this section, subsection (a) incorrectly included "microbiological" as a type of test that could be reviewed within 24 hours of acquisition of sample results and radiochemistry was missing from this section. The term "microbiological" is proposed to be deleted from subsection (a)(2) and "radiochemical" is proposed to be added to subsection (a)(3). Paragraphs (4)–(6) are proposed to be added to subsection (a) to provide that microbiological results shall be read within 30 minutes of the end of the incubation, laboratory control samples shall be analyzed at or below the Maximum Contaminant Level and a clarification that only those analytical results that meet all method, regulatory and permit requirements for sample collection, preservation, holding time, sample analysis and quality control performance may be reported to the Drinking Water Environmental Reporting system unless the Department specifically approves the results to be reported.

#### F. *Benefits, Costs and Compliance*

##### *Benefits*

The most significant benefit of this proposed rulemaking will be the benefit of clear, concise and improved regulations for the regulated community. The proposed amendments will allow for better understanding and increased compliance with the requirements and thus

result in an improvement in the overall quality of the data produced by environmental laboratories. Laboratories, particularly small laboratories, will benefit from allowing a laboratory supervisor to be absent for up to 21 days, rather than the current 16 days, and be replaced by a qualified staff member. Several of the laboratory supervisor areas of experience qualifications were reduced from 2 years to 1 year. The proposed rulemaking deletes the requirement for the Department to conduct onsite assessments, thus allowing the Department to explore and utilize advances in technology to perform offsite assessments which can substantially reduce overall costs to the Program and the regulated laboratories.

This proposed rulemaking also adds specific requirements for NELAP laboratories. The current TNI Standard, which NELAP laboratories shall meet, is silent or lacking in specific requirements for several necessary standards. Requiring that all NELAP laboratories adhere to these regulations will ensure that all laboratories performing testing or analysis of compliance samples for the Department are meeting the same minimum standard.

Improved data quality will allow the Department, the regulated community and the citizens of this Commonwealth to make better and more informed decisions concerning the protection of the environment and the protection of public health, safety and welfare. Accurate laboratory results are critical to achieving the goals of the environmental laws which are covered by the regulations.

##### *Compliance costs*

The direct costs of the proposed rulemaking will be payment of the proposed fees. Chapter 41 of 27 Pa.C.S. requires that the fees be set in an amount sufficient to cover the cost of establishing and maintaining a laboratory accreditation program. These costs will vary depending upon the type of testing and analyses that the environmental laboratory chooses to perform. Laboratories that require extensive staff time to accredit such as large commercial laboratories and NELAP laboratories will pay a higher accreditation fee.

The renewal fee for State accreditation is proposed to be increased by \$200 per year while the renewal fee for NELAP applicants is proposed to be increased by \$750 per year. The proposed renewal application fees will increase for all laboratories at a rate of approximately 28%. Each laboratory is also responsible for paying the appropriate category fee associated with its requested scope of accreditation, such as microbiology, trace metals, volatile organics, and the like. The total accreditation fee for each laboratory is the renewal application fee plus each appropriate category fee. Each proposed category fee is proposed to be increased by between \$100–\$200 depending on the complexity of each category. The proposed fees for medium to large accredited laboratories are likely to increase by approximately 20–30% depending on the requested scope of accreditation. The proposed rulemaking contains a fee structure that is responsive to the needs of small laboratories. Specifically, increased category costs for smaller laboratories will be minimal as the fees for the Basic Non-Potable Water and Basic Drinking Water fee categories are proposed to be increased by \$300. The current annual fee paid by these environmental laboratories is \$1,250, and the proposed fee change would result in an annual fee of \$1,550. Laboratories seeking accreditation for these two categories represent the majority of the applicant laboratories as well as the smallest of the regulated laboratories. In addition, the proposed fee structure includes changes

including separation of the microbiology category into “basic” and “complex” to ensure that laboratories that are performing the more complex testing, which requires additional staff time and oversight, cover the costs of the accreditation.

Indirect costs will be related to the individual laboratory’s implementation of the new requirements. Many in the regulated community are already in compliance with the additional requirements itemized in this proposed rulemaking and will not incur any additional costs for implementation. Others will be required to update or develop standard operating procedures and update recordkeeping procedures.

Cost savings will occur in the regulated community because the new and clarified requirements will enable laboratories to better understand the applicable requirements and should reduce the number of violations found during assessments, thus reducing the amount of time and money necessary to correct these violations.

*Compliance assistance plan*

Aside from the proposed fee changes, the proposed amendments are minor and in most cases clarify existing requirements or make current requirements less stringent. The Department does not believe that a compliance assistance plan tailored to the proposed rulemaking is necessary. However, the Department will continue its ongoing compliance assistance efforts.

The ultimate goal of the compliance assistance effort will be improving an environmental laboratory’s ability to produce valid and defensible data for use by the Department, the regulated community and the public. Several areas where compliance assistance is necessary are general laboratory operation, correct performance of specific test procedures and documentation of laboratory activities. Compliance assistance in these areas has been made available to all environmental laboratories regardless of size throughout this Commonwealth.

*Paperwork requirements*

This proposed rulemaking does not include any additional forms, reports or other paperwork to be submitted.

*G. Pollution Prevention*

This is not applicable to this proposed rulemaking.

*H. Sunset Review*

These regulations will be reviewed in accordance with the sunset review schedule published by the Department to determine whether the regulations effectively fulfill the goals for which they were intended.

*I. Regulatory Review*

Under section 5(a) of the Regulatory Review Act (71 P.S. § 745.5(a)), on July 29, 2016, the Department submitted a copy of this proposed rulemaking and a copy of a Regulatory Analysis Form to the Independent Regulatory Review Commission (IRRC) and to the Chairpersons of the House and Senate Environmental Resources and Energy Committees. A copy of this material is available to the public upon request.

Under section 5(g) of the Regulatory Review Act, IRRC may convey comments, recommendations or objections to the proposed rulemaking within 30 days of the close of the public comment period. The comments, recommendations or objections must specify the regulatory review criteria in section 5.2 of the Regulatory Review Act (71 P.S. § 745.5b) which have not been met. The Regulatory Review Act specifies detailed procedures for review prior

to final publication of the rulemaking by the Department, the General Assembly and the Governor.

*J. Public Comments*

Interested persons are invited to submit written comments, suggestions, support or objections regarding the proposed rulemaking to the Board. Comments, suggestions, support or objections must be received by the Board by September 19, 2016. In addition to the submission of comments, interested persons may also submit a summary of their comments to the Board. The summary may not exceed one page in length and must also be received by the Board by September 19, 2016. The one-page summary will be distributed to the Board and available publicly prior to the meeting when the final-form rulemaking will be considered.

Comments including the submission of a one-page summary of comments may be submitted to the Board online, by e-mail, by mail or express mail as follows.

Comments may be submitted to the Board by accessing eComment at <http://www.ahs.dep.pa.gov/eComment>.

Comments may be submitted to the Board by e-mail at [RegComments@pa.gov](mailto:RegComments@pa.gov). A subject heading of the proposed rulemaking and a return name and address must be included in each transmission.

If an acknowledgement of comments submitted online or by e-mail is not received by the sender within 2 working days, the comments should be retransmitted to the Board to ensure receipt. Comments submitted by facsimile will not be accepted.

Written comments should be mailed to the Environmental Quality Board, P.O. Box 8477, Harrisburg, PA 17105-8477. Express mail should be sent to the Environmental Quality Board, Rachel Carson State Office Building, 16th Floor, 400 Market Street, Harrisburg, PA 17101-2301.

PATRICK McDONNELL,  
*Acting Chairperson*

**Fiscal Note:** 7-495. No fiscal impact; (8) recommends adoption.

**Annex A**

**TITLE 25. ENVIRONMENTAL PROTECTION  
PART I. DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Subpart D. ENVIRONMENTAL HEALTH AND SAFETY**

**ARTICLE VI. GENERAL HEALTH AND SAFETY  
CHAPTER 252. ENVIRONMENTAL LABORATORY ACCREDITATION**

**Subchapter A. GENERAL PROVISIONS**

**§ 252.1. Definitions.**

The following words and terms, when used in this chapter, have the following meanings, unless the context clearly indicates otherwise:

\* \* \* \* \*

*NELAP accreditation body*—An accreditation body that has been recognized as meeting the requirements of the NELAC Standard or the TNI Standard and has the authority to grant NELAP [ or TNI ] accreditation.

\* \* \* \* \*

§ 252.4. General requirements.

(a) Testing or analysis of environmental samples within a matrix identified in § 252.3 (relating to scope) and to comply with a statute listed in § 252.3 shall be performed by an environmental laboratory accredited under this chapter.

(b) An environmental laboratory testing [ or ], analyzing **or reporting results for** environmental samples in a matrix identified in § 252.3 and required by a statute identified in § 252.3 shall be accredited and in compliance with this chapter to generate data and perform analysis used to comply with an environmental statute listed in § 252.3.

§ 252.5. NELAP[ /TNI ] equivalency.

(a) An environmental laboratory may apply to the Department for NELAP accreditation for the fields of accreditation for which the Department offers accreditation.

(b) An environmental laboratory seeking NELAP accreditation shall:

(1) Submit a complete application as provided in Subchapter B (relating to application, fees and supporting documents).

(2) Comply with Subchapter E (relating to proficiency test study requirements).

(3) Comply with Subchapter F (relating to [ onsite ] assessment requirements).

(4) Comply with Subchapter G (relating to miscellaneous provisions).

(5) Comply with the current edition of the NELAC Standard or TNI Standard.

**(6) Comply with § 252.307 (relating to methodology).**

**(7) Comply with § 252.401 (relating to basic requirements).**

(c) An environmental laboratory receiving NELAP accreditation from the Department may apply for accreditation under the remainder of this chapter for the fields of accreditation that are not included in NELAP accreditation and for which the Department offers accreditation.

(d) An environmental laboratory receiving NELAP accreditation from the Department may only test or analyze environmental samples within the fields of accreditation authorized by the accreditation received from the Department.

§ 252.204. Fees.

(a) The appropriate fee in accordance with the following schedule must accompany an application for accreditation, renewal of accreditation, change of ownership, change in administrative information, addition of fields of accreditation[ , ] or supplemental onsite assessment. A check must be payable to "Commonwealth of Pennsylvania." **When the Department is able to accept credit card payments, an environmental laboratory may make payment by credit card and shall pay to the Commonwealth all service charges or other administrative fees in addition to the accreditation fees.** The fees are as follows:

<i>Category</i>	<i>Fee</i>	
Application fee—Initial Application for State Accreditation	[ \$750 ]	\$1,500
Application fee—Renewal Application for State Accreditation	[ \$500 ]	\$700
Application fee—Ownership Transfer or Change in Administrative Information	\$150	
Application fee—Initial Application for NELAP[ /TNI ] Accreditation	[ \$2,500 ]	\$3,500

§ 252.6. Accreditation-by-rule.

(a) *Purpose.* Environmental laboratories performing testing or analysis **or reporting results** described in this section will be deemed to have accreditation-by-rule if the following general requirements are met:

\* \* \* \* \*

(6) The environmental laboratory is reporting **only** the results of the testing or analysis of environmental samples **specified in subsections (c) and (f)** in conformance with the applicable State or Federal laws, regulations, orders or permit conditions.

\* \* \* \* \*

**Subchapter B. APPLICATION, FEES AND SUPPORTING DOCUMENTS**

§ 252.201. Application and supporting documents.

(a) An environmental laboratory seeking accreditation for one or more fields of accreditation within a matrix described in § 252.3 (relating to scope) or that seeks to add a field of accreditation[ , ] shall apply to the Department for accreditation in [ **writing on forms provided** ] **the format specified** by the Department. The applicant shall provide other relevant material requested by the Department.

\* \* \* \* \*

§ 252.203. Accreditation renewal.

(a) Applications for accreditation renewal shall be submitted annually to the Department at least 60 calendar days prior to the expiration date of the current certificate of accreditation [ **on forms provided** ] **in the format specified** by the Department.

(b) An application for accreditation renewal must include the appropriate application fee in accordance with § 252.204 (relating to fees).

(c) Failure to submit an application for renewal in accordance with this section will result in a lapse in accreditation if the Department has not approved the renewal application prior to the expiration of the current certificate of accreditation. If a lapse in accreditation occurs, the environmental laboratory shall cease all testing or analysis of environmental samples for the affected fields of accreditation.

**(d) Within 48 hours of expiration of the certificate of accreditation, the laboratory shall notify each of its customers affected by the expiration of the certificate of accreditation in writing of the lapse in accreditation in a manner approved by the Department.**

PROPOSED RULEMAKING

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<i>Category</i>	<i>Fee</i>	
Application fee—Renewal Application for NELAP[ /TNI ] Accreditation	[ \$2,000 ]	\$2,750
Application fee—Addition of Field of Accreditation	[ \$250 ]	\$350
Application fee—Supplemental Onsite Assessment	\$500	
Basic Drinking Water Category—Includes one method for each of the following: Total Coliform Bacteria, Fecal Coliform Bacteria, <i>E-coli</i> Bacteria, Heterotrophic Bacteria, Nitrate, Nitrite, Fluoride, Cyanide	[ \$650 ]	\$750
Basic Nonpotable Water Category—Includes one method for each of the following: Fecal Coliform Bacteria, BOD, CBOD, Nitrate, Ammonia, Total Nitrogen, Total Kjeldahl Nitrogen, Nitrite, Phosphorus, and one method for each type of residue including % Solids for land applied biosolids	[ \$750 ]	\$850
Asbestos—first matrix	[ \$400 ]	\$600
<b>Basic Microbiology—includes fecal coliform, total coliform, <i>E. coli</i> and heterotrophic bacteria—first matrix</b>	[ \$500 ]	\$700
<b>Complex Microbiology—first matrix</b>		\$1,000
Trace Metal Category—first matrix	[ \$550 ]	\$750
Inorganic Nonmetal Category—first matrix	[ \$600 ]	\$850
<b>Purgeable</b> Volatile Organic Chemicals—first matrix	[ \$650 ]	\$850
Extractable and Semivolatile Organic Chemicals—first matrix	[ \$1,500 ]	\$1,750
Dioxin—first matrix	[ \$650 ]	\$850
Radiochemical Category—first matrix	[ \$750 ]	\$950
Whole Effluent Toxicity Testing—first matrix	[ \$700 ]	\$950
Asbestos—second matrix	[ \$350 ]	\$450
<b>Basic Microbiology—includes fecal coliform, total coliform, <i>E. coli</i> and heterotrophic bacteria—second matrix</b>	[ \$450 ]	\$600
<b>Complex Microbiology—second matrix</b>		\$900
Trace Metal Category—second matrix	[ \$500 ]	\$600
Inorganic Nonmetal Category—second matrix	[ \$550 ]	\$700
<b>Purgeable</b> Volatile Organic Chemicals—second matrix	[ \$600 ]	\$700
Extractable and Semivolatile Organic Chemicals—second matrix	[ \$1,400 ]	\$1,600
Dioxin—second matrix	[ \$600 ]	\$700
Radiochemical Category—second matrix	[ \$700 ]	\$850
Asbestos—third matrix	[ \$300 ]	\$400
<b>Basic Microbiology—includes fecal coliform, total coliform, <i>E. coli</i> and heterotrophic bacteria—third matrix</b>	[ \$400 ]	\$500
<b>Complex Microbiology—third matrix</b>		\$800
Trace Metal Category—third matrix	[ \$450 ]	\$550
Inorganic Nonmetal Category—third matrix	[ \$500 ]	\$650
<b>Purgeable</b> Volatile Organic Chemicals—third matrix	[ \$550 ]	\$600
Extractable and Semivolatile Organic Chemicals—third matrix	[ \$1,300 ]	\$1,450
Dioxin—third matrix	[ \$550 ]	\$650
Radiochemical Category—third matrix	[ \$650 ]	\$750

\* \* \* \* \*

§ 252.205. **Out-of-State laboratories.**

(a) Out-of-State environmental laboratories may apply for primary accreditation or secondary accreditation from the Department.

(1) *Primary accreditation.* Out-of-State environmental laboratories may apply to the Department for primary accreditation under this chapter.

(2) *Secondary accreditation.*

(i) The Department will recognize accreditation granted by a primary NELAP[ /TNI ] accreditation body for the same fields of accreditation for which the Department is a primary NELAP[ /TNI ] accreditation body **provided the environmental laboratory meets the requirements of § 252.5 (relating to NELAP equivalency).**

\* \* \* \* \*

§ 252.206. **Out-of-State onsite reimbursement.**

In addition to the nonrefundable application fee, an out-of-State environmental laboratory shall reimburse the Department for the following costs associated with onsite assessments necessitated by accreditation:

(1) Transportation costs, including airfare, mileage, tolls, car rental, public transportation and parking.

(2) Meals and lodging.

(3) Travel time for each assessor at a rate of [ \$50/hour ] \$75/hour.

**Subchapter C. GENERAL STANDARDS FOR ACCREDITATION**

§ 252.301. **Laboratory supervisor.**

\* \* \* \* \*

(h) An environmental laboratory shall designate another staff member meeting the qualifications of a laboratory supervisor **and who is approved by the Department as described in subsection (a)** to temporarily perform this function when a laboratory supervisor is absent for a period of time exceeding [ 16 ] 21 consecutive calendar days. If this temporary absence exceeds 30 consecutive calendar days, the environmental laboratory shall notify the Department in writing under § 252.708 (relating to reporting and notification requirements).

\* \* \* \* \*

§ 252.302. **Qualifications of the laboratory supervisor.**

(a) A laboratory supervisor of an environmental laboratory engaged in chemical analysis **of organics or metals, or both**, shall have the following qualifications:

(1) A bachelor's degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering.

(2) At least 24-college semester credit hours in chemistry.

(3) At least 2 years of experience in the testing or analysis of environmental samples in representative inorganic and organic fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation. An earned master's or doctoral degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering may be substituted for 1 year of experience.

(b) A laboratory supervisor of an environmental laboratory [ **limited to** ] engaged in inorganic **nonmetals**

chemical analysis[ , **other than metals analysis,** ] shall have the following qualifications:

(1) At least an earned associate's degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering, or 2 years of equivalent and successful college education.

(2) At least 16-college semester credit hours in chemistry.

(3) At least [ **2 years** ] **1 year** of experience in the testing or analysis of environmental samples in representative fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation.

(c) A laboratory supervisor of an environmental laboratory engaged in microbiological or biological analysis shall have the following qualifications:

(1) A bachelor's degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering.

(2) At least 16-college semester credit hours in [ **general microbiology or** ] biology. At least 4 of the 16-college semester credit hours must be in microbiology.

(3) At least 2 years of experience in the testing or analysis of environmental samples in representative microbiological or biological fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation. A master's or doctoral degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering may be substituted for 1 year of experience.

(d) A laboratory supervisor of an environmental laboratory engaged in microbiological analysis limited to fecal coliform, total coliform, *E. coli* and heterotrophic bacteria shall have the following qualifications:

(1) At least an associate's degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering.

(2) A minimum of 4-college semester credit hours in [ **biology** ] **microbiology.**

(3) At least 2 years of equivalent and successful college education, including a minimum of 4-college semester credit hours in [ **biology** ] **microbiology** may be substituted for the associate's degree.

(4) At least [ **2 years** ] **1 year** of experience in the testing or analysis of environmental samples in representative fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation.

(e) A laboratory supervisor of an environmental laboratory engaged in radiological analysis shall have the following qualifications:

(1) A bachelor's degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering.

(2) At least 24-college semester credit hours in chemistry **or health physics.**

(3) At least 2 years of experience in the testing or analysis of environmental samples in representative radiological fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation. An earned master's or doctoral degree in

chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering may be substituted for 1 year of experience.

(f) A laboratory supervisor of an environmental laboratory engaged in microscopic examination of asbestos or airborne fibers shall have the following qualifications:

(1) For procedures requiring the use of a transmission electron microscope, a bachelor's degree, successful completion of formal course work in the use of the instrument[ , ] and 1 year of experience, under supervision, in the use of the instrument. The experience must include the identification of minerals.

(2) For procedures requiring the use of a polarized light microscope, an associate's degree or 2 years of college study, successful completion of formal coursework in polarized light microscopy[ , ] and 1 year of experience, under supervision, in the use of the instrument. The experience must include the identification of minerals.

(3) For procedures requiring the use of a phase contrast microscope, an associate's degree or 1 year of college study, documentation of successful completion of formal coursework in phase contrast microscopy[ , ] and 1 year of experience, under supervision, in the use of the instrument.

(g) Notwithstanding any other provision of this section, a laboratory supervisor of an environmental laboratory limited to the basic nonpotable water category or the basic drinking water category[ , ] shall have the following qualifications:

(1) At least 16-college semester credit hours in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering.

(2) At least [ 2 years ] 1 year of experience in the testing or analysis of environmental samples in representative fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation.

(h) Notwithstanding any other provision of this section, an employee of a drinking water, wastewater or industrial waste treatment facility meeting the following requirements will be deemed qualified as a laboratory supervisor of an environmental laboratory:

(1) The employee holds a valid treatment plant operator's certificate under the Water and Wastewater Systems Operators' Certification Act (63 P.S. §§ 1001—1015.1) in the appropriate water or wastewater subclassification for the facility.

(2) The employee holds a valid certificate under the Water and Wastewater Systems Operators' Certification Act for laboratory supervisor in the appropriate water or wastewater subclassification.

(3) [ Until 12 months after a certificate under the Water and Wastewater Systems Operators' Certification Act for laboratory supervisor in the appropriate water or wastewater subclassification becomes available from the Department, 2 years of experience performing testing or analysis of environmental samples using the methods and procedures currently in use by the environmental laboratory may be substituted for a laboratory supervisory certificate. ] At least 1 year of experience in the testing or analysis of environmental samples in representative fields of accreditation for which the environmental laboratory seeks to obtain or maintain accreditation.

(i) Approval as a laboratory supervisor under subsection (h) will be limited to the fields of accreditation required by the scope of that facility's regulatory permit.

(j) A laboratory supervisor of an environmental laboratory engaged in whole effluent toxicity analysis shall have the following qualifications:

(1) At least an associate's degree in chemistry, biochemistry, physics, environmental science, biology, microbiology, physical sciences or engineering.

(2) A minimum of 4-college semester credit hours in biology.

(3) At least 2 years of equivalent and successful college education, including a minimum of 4-college semester credit hours in biology may be substituted for the associate's degree.

(4) At least 2 years of experience in the testing or analysis of environmental samples in representative fields of accreditation for which the environmental laboratory seeks to obtain or to maintain accreditation.

(k) College semester credit hours shall be obtained from an accredited college or university recognized by the United States Department of Education.

(l) Foreign transcripts must be translated into English and evaluated for United States semester credit hour equivalency by a credential evaluation agency accredited by the National Association of Credentials Evaluation Services or a Department of Education approved agency.

(m) If a method, regulation or program requires more stringent qualifications for education or experience, or both, the laboratory shall meet the more stringent requirement.

§ 252.304. Personnel requirements.

\* \* \* \* \*

(b) *Laboratory management responsibilities.* The environmental laboratory management shall be responsible for:

\* \* \* \* \*

(3) Ensuring and documenting that the training and competency of each member of the environmental laboratory technical staff is kept up to date by maintaining records demonstrating the following:

\* \* \* \* \*

(vi) An initial demonstration of capability for each method that relates to the employee's job responsibilities has been performed. The initial demonstration of capability requirements are as follows:

\* \* \* \* \*

(D) If the method or State or Federal regulations specify a procedure for the initial demonstration of capability, that procedure shall be followed; otherwise, an initial demonstration of capability shall be performed as follows:

(I) The analyte shall be diluted in a volume of clean matrix sufficient to prepare four aliquots at the concentration specified in the method. If the method does not specify a concentration, the concentration must be [ approximately ten times the detection limit ] in the lower half of the calibration range or at or below

the maximum contaminant level for Safe Drinking Water Act compliance testing, whichever is lower.

(II) At least four aliquots of the quality control sample shall be prepared and analyzed **consecutively** according to the method. **The preparation or analysis, or both, may occur on a single day or over the course of multiple days.**

(III) Using all of the results, calculate **the individual recovery**, the mean recovery and the standard deviation of the mean recovery for the population sample in the same units used to report environmental samples. When it is not possible to determine mean and standard deviation, such as for presence-absence and logarithmic values, the environmental laboratory shall assess method performance using criteria from the method or other established and documented criteria.

(IV) Compare the information from subclause (III) to the corresponding acceptance criteria for precision and accuracy in the method. **If the method or regulation does not specify acceptance limits, the % Relative Standard Deviation must be less than 20%.** To be considered acceptable, an initial demonstration of capability must meet all acceptance criteria.

\* \* \* \* \*

(vii) A demonstration of continued proficiency by at least one of the following every 12 months for each method that relates to the employee's job responsibilities:

\* \* \* \* \*

(D) At least four consecutive laboratory control samples with acceptable levels of precision and accuracy **as required by the initial demonstration of capability described in subparagraph (vi).**

\* \* \* \* \*

§ 252.306. Equipment, supplies and reference materials.

\* \* \* \* \*

(c) An environmental laboratory shall assure that the test instruments **and all equipment, supplies and reference materials** consistently operate within **and meet** the specifications required of the application for which **[ the equipment ]** it is used.

\* \* \* \* \*

(f) The following pieces of equipment shall be maintained according to this subsection.

\* \* \* \* \*

(4) Analytical or pan balances.

\* \* \* \* \*

(v) An environmental laboratory shall maintain records in a laboratory notebook of balance calibrations **and verifications** that document the balance identification, date of calibration, **date of** verification, reference weights used, **observed measurement** and initials of the individual performing the calibration **verification.**

\* \* \* \* \*

(5) pH meter.

\* \* \* \* \*

(iii) The pH meter shall be calibrated daily or before each use, whichever is less frequent, by one of the following:

(A) With at least three standard buffers which are at least three pH units apart **[ and which bracket the expected pH range of the samples ]**.

\* \* \* \* \*

(v) Records of pH meter calibration shall be maintained in a laboratory notebook that document the date of calibration, calibration buffers used, **results of the calibration, results of the calibration verification** and initials of the individual conducting the calibration.

\* \* \* \* \*

(7) Refrigeration equipment and freezers.

\* \* \* \* \*

(ii) Calibration-corrected temperatures for each refrigerator and freezer shall be recorded once a day for each **working** day in use for all laboratory activities. The date, refrigerator or freezer identification, calibration corrected temperature and initial of responsible individual shall be recorded.

\* \* \* \* \*

(8) Incubators, water baths, heating blocks and ovens.

\* \* \* \* \*

(iv) Calibration-corrected temperatures for each incubator, water bath, heating block or oven shall be recorded once a day for each **working** day in use for all laboratory activities. When used as an incubation unit for microbiology, the calibration-corrected temperature shall be recorded at least twice per day **each day the incubator is** in use with the readings separated by at least 4 hours. The incubator, water bath, heating block or oven identification, date, time, calibration corrected temperature and the initials of the responsible individual shall be recorded.

(9) Volumetric dispensing devices.

(i) Except for Class A glassware **and glass microliter syringes, [ mechanical ]** volumetric dispensing devices, including, **but not limited to, graduated cylinders, pipettes and burettes[ , autopipetors and dilutors ],** must be of sufficient sensitivity for the application **and the environmental laboratory shall verify and document the accuracy of the volume of use for each lot or at least once per year, whichever is more frequent.** Delivery volumes of mechanical volumetric dispensing devices **such as mechanical pipettes, autopipetors and dilutors** shall be checked at least once every 3 months.

\* \* \* \* \*

(10) Graduated sample containers.

(i) Except for Class A glassware, when graduation marks on filter funnels, sample bottles or labware are used to measure sample volume **or prepare standards or reagents,** an environmental laboratory shall verify and document the accuracy of the volume of use for each lot or at least once per year, whichever is more frequent.

\* \* \* \* \*

(g) An environmental laboratory shall maintain records for all reference materials, reagents, **laboratory supplies that are essential to obtain analytical results** and support services utilized by the laboratory for testing or analysis.

(h) Reference materials, reagents, media and laboratory supplies that are essential to obtain analytical results (such as filters, solid-phase extraction disks/cartridges, presterilized filtration units, certified



precleaned laboratory supplies, disposable volumetric equipment, prepreserved sample containers) must meet the following minimum requirements:

\* \* \* \* \*

(2) Standard, reagent, **media** and laboratory supply receipt records shall be maintained. These records must include vendor, lot number, amount received, date of receipt, expiration date and certificates of analysis or purity, if available.

\* \* \* \* \*

(4) An environmental laboratory shall maintain records of standard, reagent and media preparation. Standard, **media** and reagent preparation records must contain identification of the compound, manufacturer, lot number, concentration, amount prepared, date prepared, final pH if used for microbiology testing, initials of the individual preparing the solution and expiration date.

(5) Reagent, **media** and standard solution containers shall be labeled with identification of the compound, traceability to the preparation record, such as unique identifier, and expiration date.

(6) Standards, reagents and media may not be used past the date of expiration unless reevaluated and validated by a procedure approved by the Department prior to use. **Expired reagents, standards and media shall be segregated from unexpired laboratory materials in a manner that ensures they are not used for the testing of environmental samples.**

(7) [ **Reagent and standard solutions** ] **Reagents, standards and media** shall be checked regularly for signs of decomposition and evaporation. [ **Reagent and standard solutions** ] **Reagents, standards and media** exhibiting signs of decomposition or evaporation shall be discarded.

(8) When reagents, **standards and media** are removed from a container, the amount removed shall be used entirely or the unused portion discarded.

(9) Compressed gases must be of commercial grade, unless a method specifies other requirements.

(i) Plastic and glassware shall be cleaned to meet the sensitivity of the test method. Any cleaning and storage procedures that are not specified by the method shall be documented in a laboratory standard operating procedure.

**(j) The laboratory shall perform temperature distribution studies for incubators that are used as incubation units for microbiology.**

**(1) The laboratory shall perform a temperature distribution study for each incubator prior to first use, after repair and every 3 years by the following procedure:**

**(i) The laboratory shall develop a procedure to determine the temperature distribution and fluctuations within an incubator. The laboratory shall take into account the size of the incubator (height, width and depth), number of shelves and type of incubator when developing the procedure to perform the temperature distribution study.**

**(ii) At a minimum, the laboratory shall monitor and record the temperature of each shelf.**

**(iii) Incubators that do not maintain constant temperatures within the acceptable temperature range for the application may not be used. The laboratory may establish procedures to limit incu-**

**bator use to specific shelves or areas of the incubator that can be verified to maintain acceptable temperature fluctuations.**

**§ 252.307. Methodology.**

\* \* \* \* \*

(i) When a method specifies a validation procedure, the validation procedure shall be completed before environmental samples may be analyzed and reported. The results of this validation procedure shall be documented and kept on file for the duration of use of the method and for at least 5 years after the method is no longer in use.

**(j) An environmental laboratory shall develop and maintain instructions for sample collection and preservation that meet the requirements of subsections (f) and (g).**

**(1) The environmental laboratory's instructions must accurately reflect all aspects of the sample collection and preservation requirements for the particular analyses, including the following:**

**(i) Container type, size and number of containers or bottles.**

**(ii) Sample collection method, amount of sample required and explanation of other specific requirements for sample collection such as "zero headspace" and "first draw."**

**(iii) Chemical preservation, including type of preservation and the procedure used to preserve the sample.**

**(iv) Thermal preservation, including the temperature requirements and procedure used to preserve the sample.**

**(v) Field blank requirements.**

**(vi) Holding time.**

**(2) The environmental laboratory shall make the sample collection and preservation instructions available to all laboratory sample collection personnel and to customers and clients that collect samples.**

**Subchapter D. QUALITY ASSURANCE AND QUALITY CONTROL REQUIREMENTS**

**§ 252.401. Basic requirements.**

\* \* \* \* \*

(f) An environmental laboratory shall establish procedures for handling environmental samples.

(1) The environmental laboratory shall implement procedures for checking [ **the thermal or chemical, or both, preservation and the sample container** ] and **verifying the condition of the sample.** The results of these checks shall be recorded. **The environmental laboratory shall check:**

**(i) The sample container and the sample preservation, both thermal and chemical, of each sample.**

**(ii) The sample pH for all samples to be analyzed for chemistry, whole effluent toxicity and radiochemistry fields of accreditation.**

**(iii) The sample for the presence of residual chlorine when the presence of residual chlorine will compromise the validity of the test.**

(2) The laboratory shall utilize a recordkeeping system that meets the requirements of § 252.706 to document

receipt of all sample containers. The recordkeeping system must include the following:

(i) The client/project name.

(ii) The date, time and location of sample collection, name of sample collector and field identification code.

(iii) The date and time of laboratory receipt **and identification of the individual receiving the sample at the laboratory.**

\* \* \* \* \*

(j) An environmental laboratory shall develop procedures for reporting results of testing or analysis of environmental samples. Each test report must include at least the following information, except as specified in subsection (k).

\* \* \* \* \*

(8) The **date and** time of sample preparation or analysis, or both, if the holding time requirement for either activity is less than or equal to 72 hours.

\* \* \* \* \*

(15) An identification of subcontracted results.

**(16) A unique test report identifier code, such as a serial number or other unique code.**

**(17) An identification of amendments to the test report. The laboratory shall uniquely identify all amendments to a test report. The amended report shall be issued in the form of a further document, data transfer or completely new test report, which includes the statement "Amended" or "Revised" and the identification of the unique laboratory code that meets the requirements of paragraph (16).**

(k) Tests performed by an environmental laboratory operated by a facility that provides results to the facility management for compliance purposes do not need to be reported under subsection (j) regarding procedures for reporting results, provided the information required by subsection (j) is maintained under § 252.706.

\* \* \* \* \*

(n) Policies, procedures, protocols and practices specified in this section must be in writing and be followed.

**(o) The environmental laboratory shall clearly identify opinions and interpretations as opinions and interpretations on test reports. When test reports include opinions and interpretations, the laboratory shall include an explanation for the basis upon which the opinions and interpretations have been made.**

**§ 252.402. Essential quality control requirements—chemistry.**

\* \* \* \* \*

(c) Initial calibration requirements are as follows:

\* \* \* \* \*

(4) Raw data records shall be retained to permit reconstruction of the initial calibration, **including, but not limited to, identification or reference to the reagents, standards and supplies used, dates of analysis, instrument identification, results of the initial calibration, calibration criteria and analyst identification.**

\* \* \* \* \*

(f) Calibration verification requirements are as follows:

\* \* \* \* \*

(6) Acceptance criteria for calibration verification standards in the method shall be followed. When there are no established criteria in the method, an environmental laboratory shall **use the acceptance criteria described in an equivalent method for the same type of analysis. When an equivalent method is not available, the laboratory shall establish control charts in accordance with *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005) to determine internal criteria and document the procedure used to establish the acceptance limits.**

(7) If a calibration verification standard fails the established acceptance criteria, an environmental laboratory shall initiate corrective actions. If the corrective actions fail to produce an immediate consecutive calibration verification standard within the acceptance criteria, a new calibration verification standard shall be prepared. If the freshly prepared calibration verification standard fails to produce a result within the established acceptance criteria, the environmental laboratory shall recalibrate the test or analysis according to the method or as set forth in subsection (c) and as set forth in either subsection (d) or (e).

(8) To the extent possible, and as provided by paragraph (1), environmental samples not bracketed by acceptable calibration verification standards shall be reanalyzed. If the calibration verification standard is found to be out of control, and the results of the testing or analysis of environmental samples are to be reported, all environmental samples associated with the failed calibration verification standard shall be documented and the results flagged in an unambiguous manner on the sample analysis report with the appropriate data qualifiers. **[ Sample results associated with an unacceptable calibration verification may be useable under the following conditions:**

**(i) When the acceptance criteria for the calibration verification are exceeded high and associated sample results are below the lowest level of quantitation for the analyte of interest.**

**(ii) When the acceptance criteria for the calibration verification are exceeded low and associated sample results are above the maximum regulatory limit for the analyte of interest. ]**

(g) Method blank requirements are as follows:

\* \* \* \* \*

(5) If a contaminant is detected in the method blank, the source of contamination shall be investigated and measures shall be taken to minimize or eliminate the problem.

**(6) Raw data records shall be retained to permit reconstruction of the method blank.**

**[ (6) ] (7) To the extent possible, any environmental samples associated with a contaminated method blank shall be reprocessed for analysis. If a contaminated method blank is found to be out of control, and the results of the testing or analysis of environmental samples are to be reported, all environmental samples**

associated with the contaminated method blank shall be documented and the results flagged in an unambiguous manner on the sample analysis report with the appropriate data qualifiers.

(h) Laboratory control sample requirements are as follows:

\* \* \* \* \*

(6) Each individual laboratory control sample [ **must** ] shall be compared to the acceptance criteria in the method. When there are no established criteria in the method, an environmental laboratory shall **use the acceptance criteria described in an equivalent method for the same type of analysis. When an equivalent method is not available, the laboratory shall establish control charts in accordance with *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005) to determine internal criteria and document the procedure used to establish the limits.**

**(7) Raw data records shall be retained to permit reconstruction of the laboratory control sample.**

[ (7) ] (8) Environmental samples associated with an out of control laboratory control sample [ **must** ] shall be reprocessed and reanalyzed from the beginning of the method or the results reported with the appropriate data qualifiers.

(i) Sample duplicate requirements are as follows:

\* \* \* \* \*

(4) Each duplicate relative percent difference shall be compared to the acceptance criteria in the method. When there are no established criteria in the method, an environmental laboratory shall **use the acceptance criteria described in an equivalent method for the same type of analysis. When an equivalent method is not available, the laboratory shall establish control charts in accordance with *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005) to determine internal criteria and document the procedure used to establish the acceptance limits.**

\* \* \* \* \*

(j) Surrogate spike requirements are as follows:

\* \* \* \* \*

(3) The results of the surrogate spike shall be compared to the acceptance criteria published in the method. When there are no established acceptance criteria for surrogate recovery in the method, the environmental laboratory shall **use the acceptance criteria described in an equivalent method for the same type of analysis. When an equivalent method is not available, the laboratory shall establish control charts in accordance with *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005) to establish internal criteria and document the method used to establish the acceptance limits.**

\* \* \* \* \*

**§ 252.404. Essential quality control requirement—microbiology.**

\* \* \* \* \*

(c) The following pieces of equipment shall be maintained according to this subsection:

(1) *Autoclave.*

(i) An environmental laboratory shall use autoclaves that meet specified temperature tolerances of the method. **[ Because of safety concerns and difficulties with operational control, pressure cookers should not be used. ]** Pressure cookers may not be used **[ for sterilization of media ]**.

\* \* \* \* \*

(9) *Plastic and glassware washing procedure.*

(i) Prior to the initial use of a lot of detergent or washing procedure, an environmental laboratory shall perform an inhibitory residue test utilizing the method described in the currently approved editions of *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005). Records of inhibitory residue tests shall be maintained and include the detergent identification, date, calculations, results and initials of responsible individual.

(ii) Washed plastic and glassware shall be tested at least once each month for possible acid or alkaline residue by testing at least one piece of plastic and glassware with a suitable pH indicator such as 0.04% bromothymol blue. Records of pH tests shall be maintained **and include the date, results and identification of the responsible individual.**

\* \* \* \* \*

(d) The requirements for reagent water are as follows:

\* \* \* \* \*

(6) The bacteriological water quality test need not be performed if the environmental laboratory can supply documentation to show that their laboratory pure water or reagent water meets the criteria, as specified in section 1080 of the currently approved editions of *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005), for Type I (high-quality) or Type II (medium-quality) reagent water.

**(7) The heterotrophic plate count and bacteriological water quality test ratio analyses described in paragraphs (2) and (3) shall be performed by an environmental laboratory accredited under this chapter for the appropriate field of accreditation.**

(e) The requirements for dilution/rinse water are as follows:

(1) Stock buffer solution or peptone water shall be prepared as specified in the currently approved editions of the *Standard Methods for the Examination of Water and Wastewater* (available from the American Public Health Association, 1015 Fifteenth Street NW, Washington, D.C. 20005).

(2) Stock buffers shall be autoclaved or filter-sterilized. Stock buffers shall be refrigerated and must be free from turbidity.

(3) Dilution/rinse water solutions shall be prepared as specified in the currently approved editions of *the Standard Methods for the Examination of Water and Wastewater* (available from *the American Public Health Association*, 1015 Fifteenth Street NW, Washington, D.C. 20005).

(f) The requirements for media are as follows:

\* \* \* \* \*

(4) After preparation, media shall be stored and maintained as follows:

\* \* \* \* \*

(iv) Fermentation media stored in a refrigerator shall be **[ incubated overnight at ] brought to** room temperature before use. Media that shows growth or **[ bubbles ] false positive results** may not be used.

\* \* \* \* \*

(g) An environmental laboratory shall demonstrate that the filtration equipment and filters, sample containers, media and reagents have not been contaminated through improper handling or preparation, inadequate sterilization or environmental exposure as follows:

(1) A sterility blank shall be analyzed for each lot of preprepared, ready-to-use medium and for each batch of medium prepared in the laboratory prior to first use of the medium. Records shall be maintained and include media identification, date **and time of the start and end of incubation**, results and initials of the responsible **[ individual ] individuals**. If sterility blank indicates contamination, the media may not be used.

(i) **For chromogenic/fluorogenic media, add single-strength media to sterile DI water and incubate at the appropriate temperature and time.**

(ii) **For all other media, incubate uninoculated, single-strength at the appropriate temperature and time.**

(2) For each reusable membrane filtration unit used during a filtration series, the laboratory shall prepare at least one sterility blank at the beginning and at the end of the series. A series is considered ended when more than 30 minutes elapses between filtrations. The laboratory shall insert a sterility blank after every **[ 10 ] ten** samples filtered through each membrane **[ filtration ] filtration** unit or sanitize filtration units by UV light after each sample filtration in addition to the regular rinsing procedure. Records of sterility blank results **[ must ] shall be maintained in the same manner as the associated sample and include the date and time of the start and end of the incubation, results and initials of the responsible individuals**. If sterility blanks indicate contamination, the laboratory must treat each affected sample according to program requirements.

(3) For presterilized single use filtration funnel units, a sterility check shall be performed on one funnel unit per lot.

(4) Sterility checks on sample containers shall be performed on at least one container for each lot of purchased, presterilized containers with an appropriate nonselective growth media. For containers prepared and sterilized in the laboratory, a sterility check shall be performed on one container per sterilized batch with an appropriate nonselective growth media. Results shall be maintained and include sample container identification, date **and time of the start and end of incubation**, results and initials of responsible **[ individual ] individuals**. If sample con-

tainer sterility check indicates contamination, the affected sample container may not be used.

(5) A sterility blank shall be performed on each batch of dilution/rinse water prepared in the laboratory and on each batch of preprepared, ready-to-use dilution water with an appropriate **[ non-selective ] nonselective** growth media. The concentration of media shall be single strength after addition of dilution water. Results shall be maintained and include dilution/rinse water identification, date **and time of the start and end of incubation**, results and initials of responsible **[ individual ] individuals**. If dilution/rinse water sterility check indicates contamination, the affected dilution water may not be used.

(6) At least one filter from each new lot of membrane filters shall be checked for sterility with an appropriate nonselective growth media. Results shall be maintained and include membrane filter identification, date **and time of the start and end of incubation**, results and initials of the responsible **[ individual ] individuals**. If the membrane filter sterility check indicates contamination, the affected membrane filters may not be used.

(7) **Sterility checks on Quanti-Tray™ sample trays shall be performed on at least one sample tray for each lot of purchased presterilized sample tray with an appropriate nonselective growth media. Results shall be maintained and include sample tray identification, date and time of the start and end of incubation, results and initials of the responsible individuals. If the sample tray sterility check indicates contamination, the affected lot of sample trays may not be used.**

(h) The requirements for positive and negative culture control checks are as follows:

(1) Each preprepared, ready-to-use lot of medium and each batch of medium prepared in the laboratory shall be tested by the laboratory with at least one pure culture of a known positive reaction prior to first use of the medium. Records shall be maintained and include the date **and time of the start and end of incubation**, media lot or batch number, type of media, positive culture control organism identification, results and initials of the responsible **[ individual ] individuals**. If positive culture control checks do not meet expected results, the affected media may not be used.

(2) Each preprepared, ready-to-use lot of selective medium and each batch of selective medium prepared in the laboratory shall be tested by the laboratory with at least one pure culture of a known negative reaction prior to first use of the medium. Records shall be maintained and include the date **and time of the start and end of incubation**, media lot or batch number, type of media, negative culture control organism identification, results and initials of the responsible **[ individual ] individuals**. If negative culture control checks do not meet expected results, the affected media may not be used.

(3) An environmental laboratory shall use stock positive and negative culture controls that are known and traceable to a recognized National collection. Documentation of traceability shall be maintained.

(4) Stock positive and negative culture controls shall be discarded upon the manufacturer's expiration date unless **[ it is shown through appropriate biochemical and purity tests ] re-evaluated and validated by a proce-**

dure approved by the Department that demonstrates that the stock culture control has not been contaminated or altered.

(5) Culture controls may be single use or cultures maintained by the laboratory using a Department approved and documented procedure that maintains the purity and viability of the organisms.

\* \* \* \* \*

(i) For test methods that specify colony counts, duplicate counts shall be performed monthly on one positive sample for each month that the test is performed. If the laboratory has two or more analysts, each analyst shall count typical colonies on the same plate. Counts may not differ by more than 10%. In an environmental laboratory with only one analyst, the analyst shall count the same plate twice. Counts may not differ by more than 5%.

(j) Quality control checks, including, but not limited to, sterility checks and positive and negative controls, shall be conducted after the laboratory receives the material or supply and before or during first use. These checks shall be performed by an environmental laboratory accredited under this chapter and utilizing the same supplies, reagents and media to be used during laboratory analysis of environmental samples. Certificates of Analysis from a manufacturer may not be used to demonstrate compliance with the requirements of this subsection.

(k) Records of all equipment, reference materials, reagents, media and supplies shall be maintained in accordance with § 252.306 (relating to equipment, supplies and reference materials).

Subchapter E. PROFICIENCY TEST STUDY REQUIREMENTS

§ 252.501. Proficiency test study requirements.

\* \* \* \* \*

(o) An environmental laboratory shall evaluate and report the analytical result of each proficiency test study sample to the proficiency test reporting limit for each field of accreditation, when available, as outlined in subsection (a).

(p) The Department will invalidate a proficiency test study result that is not handled, managed, analyzed or reported in accordance with this section.

Subchapter F. [ ONSITE ] ASSESSMENT REQUIREMENTS

§ 252.601. [ Onsite assessment ] Assessment requirements.

\* \* \* \* \*

(d) The Department will provide the environmental laboratory with an [ onsite ] assessment report documenting any deficiencies found by the Department. The Department may deny, suspend or revoke an environmental laboratory's accreditation in accordance with Subchapter G (relating to miscellaneous provisions) before issuing the assessment report or during the corrective action process.

(e) An environmental laboratory shall submit a corrective action report to the Department within 60 calendar days from receipt of an [ onsite ] assessment report from the Department [ where ] when the Department has

found deficiencies. The corrective action report [ shall document the corrective action taken by the laboratory to correct each deficiency. ] must:

(1) Document the corrective action taken by the laboratory to correct each deficiency and the time frame for completion.

(2) Include documentation demonstrating correction of the deficiencies as requested by the Department.

(f) An environmental laboratory seeking NELAP accreditation shall submit a corrective action report to the Department within 30 calendar days from receipt of the [ onsite ] assessment report from the Department [ where ] when the Department has found deficiencies. If TNI establishes a different time for submitting corrective action reports, the laboratory shall follow the time established by TNI. The corrective action report [ shall ] must document the corrective action taken by the laboratory to correct each deficiency.

(g) If any portion of the corrective action report is not acceptable, an environmental laboratory shall submit a revised written corrective action report within 30 calendar days from receipt of the Department's response. If the second corrective action report is not acceptable, the Department may revoke accreditation.

(h) Unless otherwise required or approved by the Department, [ deficiencies shall be corrected within 120 calendar days of receipt of the onsite assessment report. ] the environmental laboratory shall:

(1) Correct all deficiencies within 120 calendar days of receipt of the assessment report.

(2) Implement and maintain the corrective actions within the time frames specified in the corrective action report or as mandated by the Department.

(i) The Department may extend the period of implementing corrective actions, for specific deficiencies, for a maximum of 30 calendar days upon receipt of the laboratory's written petition and corrective action report, when the laboratory must take one or more of the following actions:

- (1) Purchase new equipment.
(2) Revise the quality manual.
(3) Replace significant laboratory personnel.

Subchapter G. MISCELLANEOUS PROVISIONS

§ 252.701. Denial of application.

(a) The Department will deny an application for accreditation, transfer of accreditation or application for renewal of accreditation under one or more of the following circumstances:

(1) The environmental laboratory is in continuing violation of or demonstrates an inability or lack of intention to comply with this chapter or other laws administered by the Department.

(2) The Department revoked the environmental laboratory's certificate of accreditation for all fields of accreditation for failure to correct deficiencies identified in an [ onsite ] assessment report within the previous 6 months.

(b) The Department may deny an application for accreditation, transfer of accreditation or application for renewal of accreditation for one or more of the following reasons:

\* \* \* \* \*

(10) Failure to respond to an [ onsite ] assessment report with a corrective action report within the required [ timeframes ] time frames.

(11) Failure to submit an acceptable corrective action report in response to an [ onsite ] assessment report within the required time frames.

\* \* \* \* \*

(16) Failure to meet the requirements of this chapter.

**(17) Failure to maintain test instruments, equipment, supplies and reference materials that meet the specifications required to produce valid analytical results.**

**§ 252.702. Revocation.**

(a) The Department will revoke an environmental laboratory's accreditation for a field of accreditation when, after being suspended due to failure to participate in a required proficiency test study or due to failure to obtain an acceptable result for a proficiency test study, the laboratory's analysis of the next proficiency test study results in a failed proficiency test study for that field of accreditation.

(b) The Department may revoke an environmental laboratory's accreditation, in part or in total, for one or more of the following reasons:

(1) Failure to respond to an [ onsite ] assessment report with a corrective action report within the required time frames.

(2) Failure to correct deficiencies identified during an [ onsite ] assessment of the environmental laboratory.

(3) Failure to implement corrective action [ related to ] to correct violations or deficiencies found during an [ onsite ] assessment.

(4) Failure of an environmental laboratory that has been suspended to correct all outstanding violations or deficiencies within 6 months of the effective date of the suspension.

(5) Failure to submit an acceptable corrective action report in response to an [ onsite ] assessment report within the required [ timeframes ] time frames.

\* \* \* \* \*

(11) Analysis of proficiency test studies by personnel, **procedures, equipment, facilities, number of replicates and methods** other than [ the analysts ] those associated with the routine analysis of environmental samples in the laboratory.

\* \* \* \* \*

(17) Failure to meet the requirements of this chapter.

**(18) Failure to maintain test instruments, equipment, supplies and reference materials that meet the specifications required to produce valid analytical results.**

(c) The environmental laboratory may continue to test or analyze environmental samples for those fields of accreditation not revoked.

(d) Within 72 hours of receiving notice of the revocation of accreditation from the Department, the environmental laboratory shall notify each of its customers affected by the revocation in writing of the revocation [ on a form ] in a manner approved by the Department.

**§ 252.703. Suspension.**

\* \* \* \* \*

(c) The Department may suspend a laboratory's accreditation in total or in part for one or more of the following reasons:

(1) Failure to comply with the reporting and notification requirements [ as specified in § 252.708 (relating to reporting and notification requirements) ].

(2) Failure to implement a quality assurance program.

(3) Failure to employ staff that meets the personnel qualifications for education, training and experience [ as specified in § 252.302 (relating to qualifications of the laboratory supervisor) ].

**(4) Failure to submit an acceptable corrective action report in response to an assessment report within the required time frames.**

**(5) Failure to correct deficiencies identified during an assessment of the environmental laboratory.**

**(6) Failure to implement corrective action related to violations or deficiencies found during an assessment.**

**(7) Failure to maintain test instruments, equipment, supplies and reference materials that meet the specifications required to produce results that meet the specifications required to produce valid analytical results.**

**(8) Failure to analyze and report proficiency testing study results in accordance with § 252.501 (relating to proficiency test study requirements).**

(d) A laboratory may continue to test or analyze environmental samples for those fields of accreditation not affected by the suspension.

(e) Within 72 hours of receiving notice of the suspension of accreditation from the Department, the environmental laboratory shall notify each of its customers affected by the suspension in writing of the suspension [ on a form ] in a manner approved by the Department.

**§ 252.704. Voluntary relinquishment.**

(a) An environmental laboratory wishing to voluntarily relinquish its certificate of accreditation or accreditation for fields of accreditation shall notify the Department in writing.

(b) An environmental laboratory that voluntarily relinquishes its certificate of accreditation shall ensure records are maintained in accordance with § 252.706 (relating to recordkeeping).

(c) Within 72 hours of voluntarily relinquishing its certificate of accreditation, the laboratory shall notify each of its customers affected by the voluntary relinquishment in writing of the relinquishment [ on a form ] in a manner approved by the Department.

§ 252.705. Use of accreditation.

\* \* \* \* \*

(c) Upon **expiration**, suspension, revocation or voluntary relinquishment of accreditation, a laboratory shall:

(1) Discontinue use of all catalogs, advertising, business solicitations, proposals, quotations, laboratory analytical results or other materials that contain reference to the laboratory's past accreditation status.

(2) Discontinue use or display of the Department's logo.

(3) Return **unexpired** certificates of accreditation to the Department within 48 hours.

(d) NELAP accredited laboratories shall accompany the Department's name or the [ **NELAC/** ]NELAP logo with the phrase "NELAP accredited" and the laboratory's accreditation number when using the Department's name or the [ **NELAC/** ]NELAP logo on general literature such as catalogs, advertising, business solicitations, proposals, quotations, laboratory analytical reports or other materials.

(e) NELAP accredited laboratories may not use their NELAP certificate, NELAP accreditation status or [ **NELAC/** ]NELAP logo to imply endorsement by the Department or [ **NELAC/** ]NELAP.

§ 252.706. Recordkeeping.

(a) An environmental laboratory shall maintain records in an organized manner accessible by the Department.

(b) An environmental laboratory shall maintain records, including original handwritten data, that allow reconstruction of all laboratory activities associated with the testing or analysis of environmental samples, proficiency test studies, initial demonstration of capability[ , ] or demonstration of continued proficiency. **These records include, but are not limited to, the following:**

(1) **Start and end dates and times of incubations, drying cycles, digestion, distillations, and the like, when a minimum or maximum time is specified by method, regulation or permit.**

(2) **Unequivocal link between the laboratory's sample identification number to the results of all associated quality control.**

(3) **Instrument identification.**

(4) **Identification of, or reference to, the standards, reagents, media, supplies, and the like, used during sample preparation or analysis, or both.**

(5) **The results of chemical and thermal preservation verifications or adjustments, or both.**

(6) **Date of sample preparation or analysis, or both.**

(7) **Time of sample preparation or analysis, or both, if the holding time for either activity is less than or equal to 72 hours.**

(8) **Manual calculations.**

(9) **Test results.**

(c) All [ **generated data, except data** ] records, **except records** generated by automated [ **data** ] collection systems, shall be recorded promptly and legibly in

permanent ink or in an electronic format. [ **Changes to records shall be made so that the original entry remains visible. The individual making the change shall sign or initial and date the correction. These criteria also shall apply to electronically maintained records.** ]

(1) **The individual generating the record must be identified by initials or signature and the individual making the observation must be identified by initials or signature if different from the individual generating the record.**

(2) **Changes to records shall be made so that the original entry remains visible. The individual making the change shall sign or initial and date the correction. These criteria also apply to electronically maintained records.**

(d) Records required under this chapter shall be maintained for a minimum of 5 years unless otherwise specified.

(e) An environmental laboratory shall have a written plan that specifies how records will be maintained or transferred if the laboratory transfers ownership or terminates operations.

§ 252.708. Reporting and notification requirements.

(a) An environmental laboratory conducting testing or analysis of drinking water under Chapter 109 (relating to safe drinking water) shall:

(1) Meet the reporting and notification requirements of that chapter.

(2) Review all sample analysis data within 24 hours of acquisition of the initial sample results for [ **microbiological,** ] inorganic nonmetals and trace metals analyses. The 24-hour deadline may be extended to a maximum of 72 hours to accommodate a holiday or weekend when the laboratory is closed for business.

(3) For organic **and radiochemical** analyses, review all sample analysis data within 7 days of acquisition of the initial sample results for organic analysis.

(4) **For microbiological results, read all sample results within 30 minutes of the end of the incubation period.**

(5) **Analyze the laboratory control sample at a concentration at or below the maximum contaminant level.**

(6) **Report to the Drinking Water Environmental Lab Reporting system only those analytical test results that meet the method, regulatory and permit requirements for sample collection, preservation, holding time, sample analysis and quality control performance, unless the Department has specifically approved that the result may be reported.**

(b) An environmental laboratory shall notify the Department, in writing, within 20 calendar days of a permanent change in laboratory supervisor.

\* \* \* \* \*

[Pa.B. Doc. No. 16-1430. Filed for public inspection August 19, 2016, 9:00 a.m.]

# STATEMENTS OF POLICY

## Title 4—ADMINISTRATION

### PART II. EXECUTIVE BOARD

[ 4 PA. CODE CH. 9 ]

#### Reorganization of the Department of Community and Economic Development

The Executive Board approved a reorganization of the Department of Community and Economic Development effective August 3, 2016.

The organization chart at 46 Pa.B. 5107 (August 20, 2016) is published at the request of the Joint Committee on Documents under 1 Pa. Code § 3.1(a)(9) (relating to contents of *Code*).

*(Editor's Note: The Joint Committee on Documents has found organization charts to be general and permanent in nature. This document meets the criteria of 45 Pa.C.S. § 702(7) (relating to contents of Pennsylvania Code) as a document general and permanent in nature which shall be codified in the Pennsylvania Code.)*

[Pa.B. Doc. No. 16-1431. Filed for public inspection August 19, 2016, 9:00 a.m.]

### PART II. EXECUTIVE BOARD

[ 4 PA. CODE CH. 9 ]

#### Reorganization of the Department of Human Services

The Executive Board approved a reorganization of the Department of Human Services effective August 3, 2016.

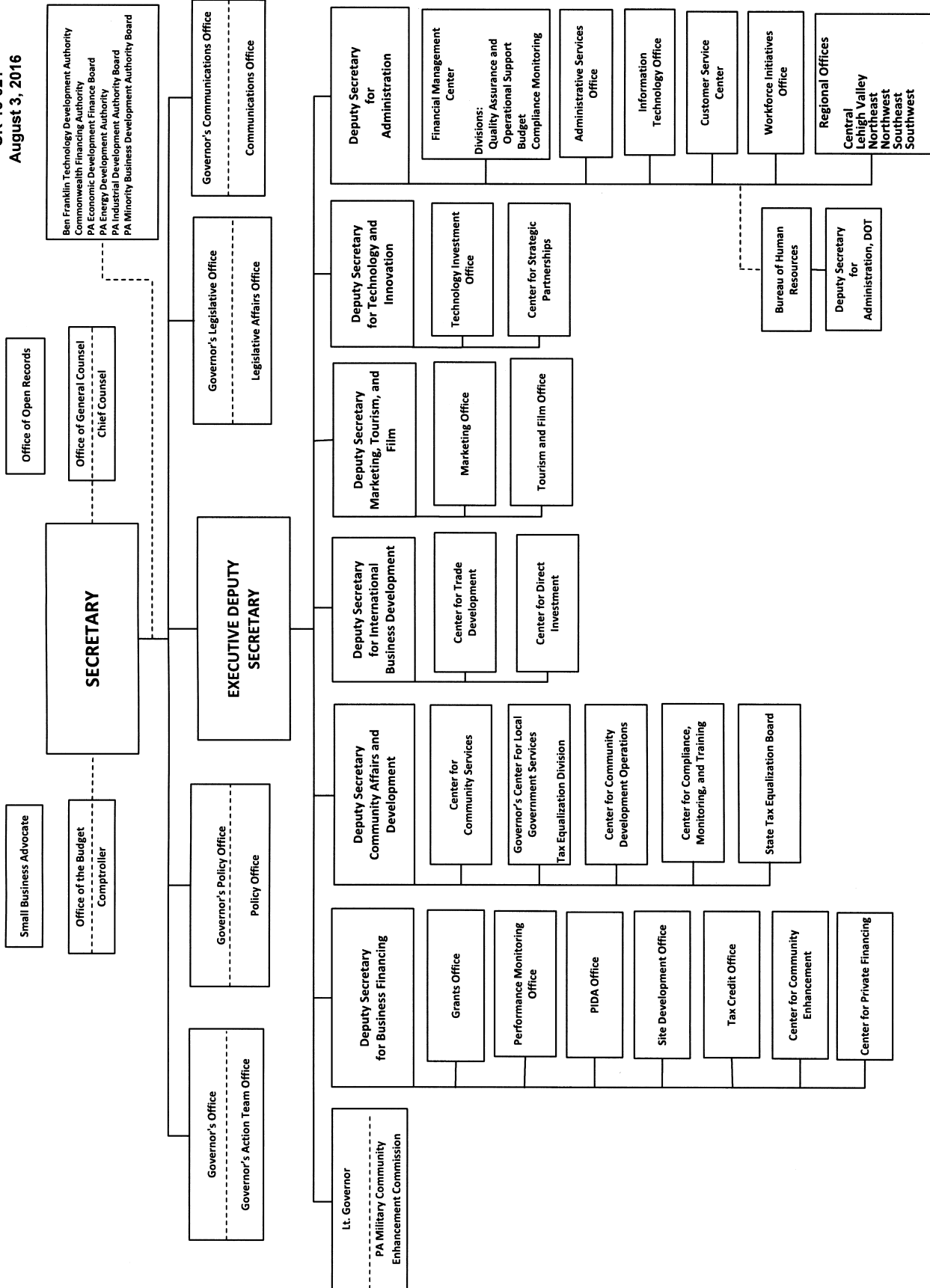
The organization chart at 46 Pa.B. 5108 (August 20, 2016) is published at the request of the Joint Committee on Documents under 1 Pa. Code § 3.1(a)(9) (relating to contents of *Code*).

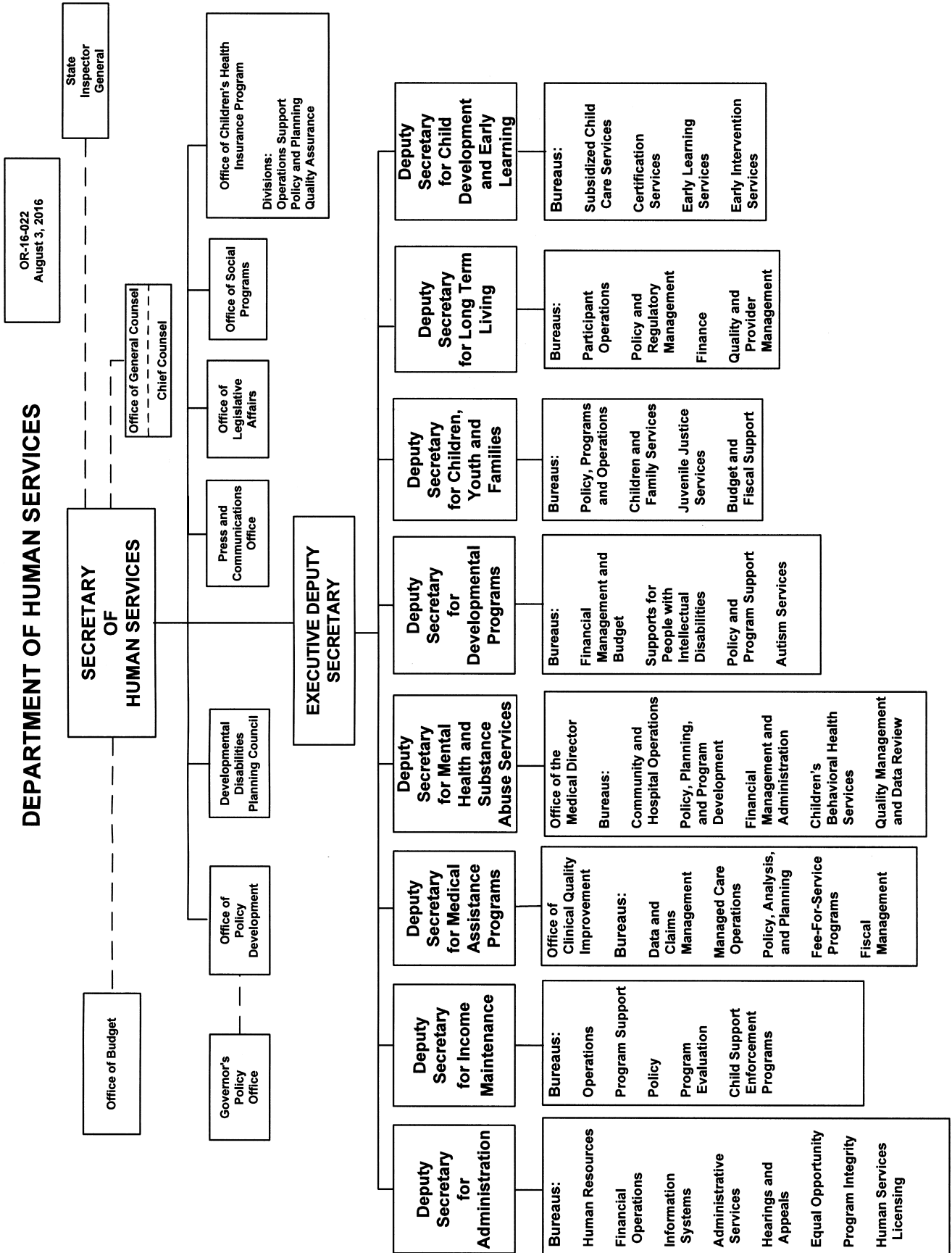
*(Editor's Note: The Joint Committee on Documents has found organization charts to be general and permanent in nature. This document meets the criteria of 45 Pa.C.S. § 702(7) (relating to contents of Pennsylvania Code) as a document general and permanent in nature which shall be codified in the Pennsylvania Code.)*

[Pa.B. Doc. No. 16-1432. Filed for public inspection August 19, 2016, 9:00 a.m.]



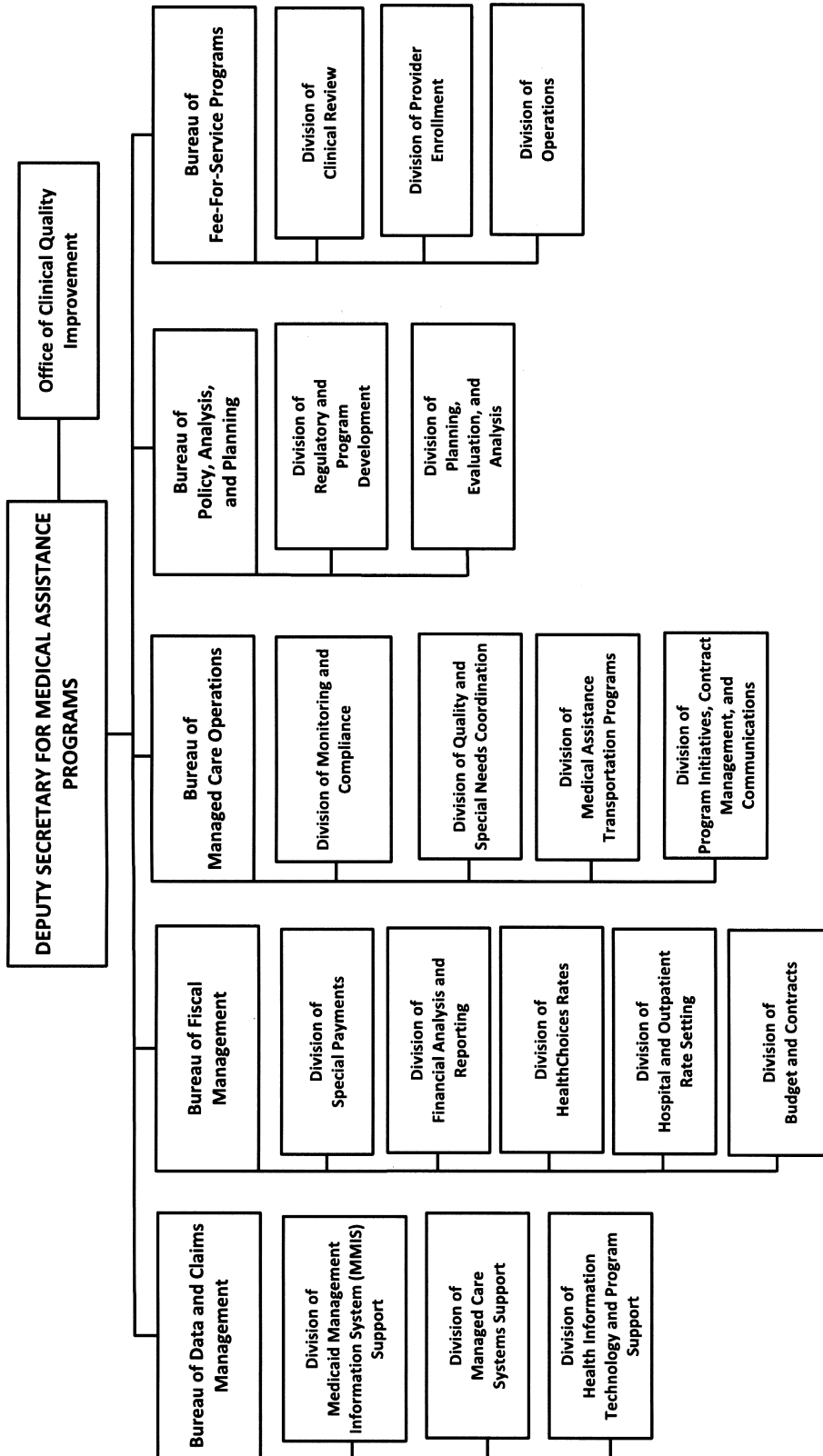
**COMMUNITY AND ECONOMIC DEVELOPMENT**  
**OR-16-021**  
**August 3, 2016**





OR-16-022  
August 3, 2016

**DEPARTMENT OF HUMAN SERVICES  
DEPUTY SECRETARY FOR MEDICAL ASSISTANCE PROGRAMS**



# NOTICES

## DEPARTMENT OF BANKING AND SECURITIES

### Actions on Applications

The Department of Banking and Securities (Department), under the authority contained in the act of November 30, 1965 (P.L. 847, No. 356), known as the Banking Code of 1965; the act of May 15, 1933 (P.L. 565, No. 111), known as the Department of Banking Code; and the act of December 19, 1990 (P.L. 834, No. 198), known as the Credit Union Code, has taken the following action on applications received for the week ending August 9, 2016.

Under section 503.E of the Department of Banking and Securities Code (71 P.S. § 733-503.E), any person wishing to comment on the following applications, with the exception of branch applications, may file his or her comments in writing with the Department of Banking and Securities, Corporate Applications Division, 17 North Second Street, Suite 1300, Harrisburg, PA 17101-2290. Comments must be received no later than 30 days from the date notice regarding receipt of the application is published in the *Pennsylvania Bulletin*. The nonconfidential portions of the applications are on file at the Department and are available for public inspection, by appointment only, during regular business hours. To schedule an appointment, contact the Corporate Applications Division at (717) 783-2253. Photocopies of the nonconfidential portions of the applications may be requested consistent with the Department's Right-to-Know Law Records Request policy.

#### BANKING INSTITUTIONS

##### Branch Applications

##### De Novo Branches

<i>Date</i>	<i>Name and Location of Applicant</i>	<i>Location of Branch</i>	<i>Action</i>
8-4-2016	PeoplesBank, A Codorus Valley Company York York County	3002 Hempland Road Lancaster Lancaster County	Approved
8-8-2016	Landmark Community Bank Pittston Luzerne County	781 Airport Road Hazle Township Luzerne County	Filed

#### CREDIT UNIONS

##### Articles of Amendment

<i>Date</i>	<i>Name and Location of Institution</i>	<i>Action</i>
8-9-2016	TruMark Financial Credit Union Trevose Bucks County	Effective

Amendment to Article I of the institution's Articles of Incorporation provides for a change in principal place of business from 1000 Northbrook Drive, Trevose, Bucks County to 335 Commerce Drive, Fort Washington, Montgomery County.

The Department's web site at [www.dobs.pa.gov](http://www.dobs.pa.gov) includes public notices for more recently filed applications.

ROBIN L. WIESSMANN,  
*Secretary*

[Pa.B. Doc. No. 16-1433. Filed for public inspection August 19, 2016, 9:00 a.m.]

## DEPARTMENT OF ENVIRONMENTAL PROTECTION

### Applications, Actions and Special Notices

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#### APPLICATIONS

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### THE CLEAN STREAMS LAW AND THE FEDERAL CLEAN WATER ACT APPLICATIONS FOR NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMITS AND WATER QUALITY MANAGEMENT (WQM) PERMITS

This notice provides information about persons who have applied for a new, amended or renewed NPDES or WQM permit, a permit waiver for certain stormwater discharges or submitted a Notice of Intent (NOI) for coverage under a General Permit. The applications concern, but are not limited to, discharges regarding industrial, animal or sewage

waste, discharges to groundwater, discharges associated with municipal separate storm sewer systems (MS4), stormwater associated with construction activities or concentrated animal feeding operations (CAFO). This notice is provided in accordance with 25 Pa. Code Chapters 91 and 92a and 40 CFR Part 122, implementing The Clean Streams Law (35 P.S. §§ 691.1—691.1001) and the Federal Clean Water Act (33 U.S.C.A. §§ 1251—1376).

<i>Location</i>	<i>Permit Authority</i>	<i>Application Type or Category</i>
Section I	NPDES	Renewals
Section II	NPDES	New or Amendment
Section III	WQM	Industrial, Sewage or Animal Waste; Discharge into Groundwater
Section IV	NPDES	MS4 Individual Permit
Section V	NPDES	MS4 Permit Waiver
Section VI	NPDES	Individual Permit Stormwater Construction
Section VII	NPDES	NOI for Coverage under NPDES General Permits

For NPDES renewal applications in Section I, the Department of Environmental Protection (Department) has made a tentative determination to reissue these permits for 5 years subject to effluent limitations and monitoring and reporting requirements in their current permits, with appropriate and necessary updated requirements to reflect new and changed regulations and other requirements.

For applications for new NPDES permits and renewal applications with major changes in Section II, as well as applications for MS4 Individual Permits and Individual Stormwater Construction Permits in Sections IV and VI, the Department, based upon preliminary reviews, has made tentative determinations of proposed effluent limitations and other terms and conditions for the permit applications. In accordance with 25 Pa. Code § 92a.32(d), the proposed discharge of stormwater associated with construction activities will be managed in accordance with the requirements of 25 Pa. Code Chapter 102. These determinations are published as proposed actions for comments prior to taking final actions.

Unless indicated otherwise, the United States Environmental Protection Agency (EPA) Region III Administrator has waived the right to review or object to proposed NPDES permit actions under the waiver provision in 40 CFR 123.24(d).

Persons wishing to comment on NPDES applications are invited to submit statements to the contact office noted before the application within 30 days from the date of this public notice. Persons wishing to comment on WQM permit applications are invited to submit statements to the office noted before the application within 15 days from the date of this public notice. Comments received within the respective comment periods will be considered in the final determinations regarding the applications. A comment submittal should include the name, address and telephone number of the writer and a concise statement to inform the Department of the exact basis of a comment and the relevant facts upon which it is based.

The Department will also accept requests for public hearings on applications. A public hearing may be held if the responsible office considers the public response significant. If a hearing is scheduled, a notice of the hearing will be published in the *Pennsylvania Bulletin* and a newspaper of general circulation within the relevant geographical area. The Department will postpone its final determination until after a public hearing is held.

Persons with a disability who require an auxiliary aid, service, including TDD users, or other accommodations to seek additional information should contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

## I. NPDES Renewal Applications

*Southwest Regional Office: Regional Clean Water Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745. Phone: 412.442.4000.*

<i>NPDES No. (Type)</i>	<i>Facility Name &amp; Address</i>	<i>County &amp; Municipality</i>	<i>Stream Name (Watershed No.)</i>	<i>EPA Waived Y/N?</i>
PA0253731 (Sewage)	Pullman Ronald V Sr STP 1027 Campbells Run Road Carnegie, PA 15106	Beaver County South Beaver Township	Unnamed Tributary of Brush Run (20-B)	Yes
PA0254380 (Sewage)	Ursina Borough STP 418 Park Street Confluence, PA 15424	Somerset County Ursina Borough	Laurel Hill Creek (19-E)	Yes
PA0252921 (Sewage)	4 W Deep Mine Portal STP 103 Corporate Drive Suite 102 Morgantown, WV 26501-4582	Greene County Dunkard Township	Unnamed Tributary to Dunkard Creek (19-G)	Yes

*Northwest Region: Clean Water Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.*

<i>NPDES No. (Type)</i>	<i>Facility Name &amp; Address</i>	<i>County &amp; Municipality</i>	<i>Stream Name (Watershed #)</i>	<i>EPA Waived Y/N?</i>
PA0240231 (Sewage)	Jack L Shaeffer SRSTP 510 Pittsville Road Kennerdell, PA 16374	Venango County Rockland Township	Shull Run (16-G)	Yes

<i>NPDES No. (Type)</i>	<i>Facility Name &amp; Address</i>	<i>County &amp; Municipality</i>	<i>Stream Name (Watershed #)</i>	<i>EPA Waived Y/N?</i>
PA0210510 (Sewage)	Jim N I Park STP PO Box 69 11678 Main Street East Springfield, PA 16411-0069	Erie County Springfield Township	Unnamed Tributary to Turkey Creek (15-A)	Yes
PA0101826 (Sewage)	Woodland Meadows MHP 133 Plateau Street Renfrew, PA 16053	Butler County Connoquenessing Township	Unnamed Tributary to Little Connoquenessing Creek (20-C)	Yes

## II. Applications for New or Expanded Facility Permits, Renewal of Major Permits and EPA Non-Waived Permit Applications

*Southcentral Region: Clean Water Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110. Phone: 717-705-4707.*

**PA0027316**, Sewage, SIC Code 4952, **Lebanon City Authority Lebanon County**, 2321 Ridgeview Road, Lebanon, PA 17042-9431. Facility Name: Lebanon City STP. This existing facility is located in Lebanon City, **Lebanon County**.

Description of Existing Activity: The application is for a renewal of an NPDES permit for an existing discharge of treated Sewage.

The receiving stream(s), Snitz Creek and Quittapahilla Creek, is located in State Water Plan watershed 7-D and is classified for Migratory Fishes and Trout Stocking, aquatic life, water supply and recreation. The discharge is not expected to affect public water supplies.

The proposed effluent limits for Outfall 001 are based on a design flow of 8 MGD.

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Weekly Average</i>		<i>Average Monthly</i>	<i>Weekly Average</i>	
Flow (MGD)	Report	Report	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX Daily Max	6.0	XXX	9.0 Max	XXX
Dissolved Oxygen	XXX	XXX	5.0	XXX	XXX	XXX
Carbonaceous Biochemical Oxygen Demand (CBOD <sub>5</sub> )						
Nov 1 - Apr 30	1,334	2,001	XXX	20	30	40
May 1 - Oct 31	667	1,000	XXX	10	15	20
Biochemical Oxygen Demand (BOD <sub>5</sub> )						
Raw Sewage Influent	Report	Report Daily Max	XXX	Report	XXX	XXX
Total Suspended Solids	2,001	3,002	XXX	30	45	60
Total Suspended Solids Raw Sewage Influent	Report	Report Daily Max	XXX	Report	XXX	XXX
Total Dissolved Solids	Report	XXX	XXX	Report	XXX	XXX
Fecal Coliform (CFU/100 ml)						
Oct 1 - Apr 30	XXX	XXX	XXX	2,000 Geo Mean	XXX	10,000
May 1 - Sep 30	XXX	XXX	XXX	200 Geo Mean	XXX	1,000
Ultraviolet light transmittance (%)	XXX	XXX	Report	XXX	XXX	XXX
Ammonia-Nitrogen						
Nov 1 - Apr 30	360	XXX	XXX	5.4	XXX	10.8
May 1 - Oct 31	120	XXX	XXX	1.8	XXX	3.6
Total Phosphorus	133	XXX	XXX	2.0	XXX	4
Sulfate, Total	Report	XXX	XXX	Report	XXX	XXX
Chloride	Report	XXX	XXX	Report	XXX	XXX
Bromide	Report	XXX	XXX	Report	XXX	XXX

The proposed monitoring requirements and, where appropriate, effluent limits for implementation of the Chesapeake Bay Tributary Strategy are as follows for Outfall 001.

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Concentrations (mg/L)</i>			
	<i>Monthly</i>	<i>Annual</i>	<i>Monthly</i>	<i>Monthly Average</i>	<i>Maximum</i>	<i>Instant. Maximum</i>
Ammonia—N	Report	Report	XXX	Report	XXX	XXX
Kjeldahl—N	Report	XXX	XXX	Report	XXX	XXX
Nitrate-Nitrite as N	Report	XXX	XXX	Report	XXX	XXX
Total Nitrogen	Report	Report	XXX	Report	XXX	XXX
Total Phosphorus	Report	Report	XXX	Report	XXX	XXX
Net Total Nitrogen	Report	146,117	XXX	XXX	XXX	XXX
Net Total Phosphorus	Report	19,482	XXX	XXX	XXX	XXX

\* This permit contains conditions which authorize the permittee to apply nutrient reduction credits to meet the Net Total Nitrogen and the Net Total Phosphorus effluent mass limits, under the Department's Chapter 96 regulations. The condition includes the requirement to report the application of these credits in Supplemental Discharge Monitoring Reports (DMRs) submitted to the Department.

In addition, the permit contains the following major special conditions:

- The permittee is granted 10,375 lbs/year Total Nitrogen offsets to meet the Net Total Nitrogen cap load.
- Stormwater Requirements
- Pretreatment Program Implementation
- Restrictions on accepting hauled in waste under certain conditions
- High flow management
- WET testing requirements
- Notification of responsible operator
- Emergency chlorination reporting requirements

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 717-705-4732.

The EPA Waiver is not in effect.

**Application No. PA0266337**, Concentrated Animal Feeding Operation (CAFO), **Quality Livestock Farm Quest Joint Client (Quality Livestock Swine Farm CAFO)**, 1250 Lincoln Road, Lititz, PA 17543-7313.

Quality Livestock Farm Quest Joint Client has submitted an application for an Individual NPDES permit for a new CAFO known as Quality Livestock Swine Farm CAFO, located in West Lampeter Township, **Lancaster County**.

The CAFO is situated near Unnamed Tributary to Big Spring Run in Watershed 7-J, which is classified for Migratory Fishes and Warm Water Fishes. The CAFO is designed to maintain an animal population of approximately 587.31 animal equivalent units (AEU) consisting of 8,800 Swine. Manure is sent directly to a digester where it is mixed with food process waste the digested manure is then sent to two circular concrete tanks. A release or discharge to waters of the Commonwealth under normal operating conditions is not expected. Normal operating conditions are defined as conditions below a 100-year, 24-hour storm event.

The Department has conducted administrative and technical reviews of the application. Based on the preliminary review and application of lawful standards and regulations, the Department has made a tentative determination to issue an NPDES permit for the operation subject to the terms and conditions and monitoring and reporting requirements specified in the permit.

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 717-705-4732.

The Environmental Protection Agency (EPA) permit waiver provision under 40 CFR 123.24(e) does not apply to this NPDES permit.

**PA0086878**, Industrial, SIC Code 4952, **Hamburg Municipal Authority**, 61 North Third Street, Hamburg, PA 19526. Facility Name: Hamburg Municipal Authority Water Filtration Plant. This existing facility is located in Windsor Township, **Berks County**.

Description of Existing Activity: The application is for a renewal of an NPDES permit for an existing discharge of treated Industrial Waste.

The receiving stream, Furnace Creek, is located in State Water Plan watershed 3-B and is classified for High Quality Waters—Cold Water Fishes, aquatic life, water supply and recreation. The discharge is not expected to affect public water supplies.

The proposed effluent limits for Outfall 001 are based on a design flow of 0.065 MGD.

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Total Monthly</i>	<i>Total Annual</i>		<i>Average Monthly</i>	<i>Daily Maximum</i>	
Flow (MGD)	Report Avg Mo	Report Daily Max	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX	6.0	XXX	XXX	9.0
Total Residual Chlorine (TRC)	XXX	XXX	XXX	0.23	XXX	0.57
Total Suspended Solids	Report	2,739	XXX	14.0	28.0	35
Total Phosphorus	Report	91	XXX	Report	XXX	XXX
Aluminum, Total	Report	XXX	XXX	1.3	2.0	3.2
Iron, Total	Report	XXX	XXX	2.0	4.0	5.0
Manganese, Total	Report	XXX	XXX	1.0	2.0	2.5

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 717-705-4732.

The EPA Waiver is in effect.

**PA0013129**, Industrial, SIC Code 3315, **Carpenter Tech Corp**, PO Box 14662, Reading, PA 19612-4662. Facility Name: Carpenter Technology Corporation. This existing facility is located in Reading City, **Berks County**.

Description of Existing Activity: The application is for a renewal of an NPDES permit for an existing discharge of treated Industrial Waste.

The receiving stream(s), Schuylkill River, is located in State Water Plan watershed 3-C and is classified for Migratory Fishes and Warm Water Fishes, aquatic life, water supply and recreation. The discharge is not expected to affect public water supplies.

The proposed effluent limits for Internal Monitoring Point (IMP) 901 are based on a design flow of 1.45 MGD:

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Daily Maximum</i>		<i>Average Monthly</i>	<i>Daily Maximum</i>	
Flow	Report	Report	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX	6.0	XXX	XXX	9.0
Temperature (°F)	XXX	XXX	XXX	Report	110	110
Total Suspended Solids	363	726	XXX	30.0	60.0	75
Total Dissolved Solids	Report	XXX	XXX	Report	XXX	XXX
Oil and Grease	181	363	XXX	15.0	30.0	30.0
Ammonia-Nitrogen	457	914	XXX	37.8	75.6	90
Internal Monitoring Pt. Nov 1 - Apr 30	152	305	XXX	12.6	25.2	31.5
Internal Monitoring Pt. May 1 - Oct 31	XXX	Report	XXX	XXX	Report	XXX
Nitrate as N	0.7	1.4	XXX	0.06	0.12	0.15
Chromium, Hexavalent	9.6	21.1	XXX	Report	Report	2
Chromium, Total	1.7	2.5	XXX	0.14	0.21	0.35
Copper, Total	1.7	3.8	XXX	Report	XXX	0.35
Cyanide, Total	9.2	21.7	XXX	Report	Report	1.9
Sulfate, Total	XXX	XXX	XXX	Report	XXX	XXX
Chloride	XXX	XXX	XXX	Report	XXX	XXX
Bromide	XXX	XXX	XXX	Report	XXX	XXX
Total Nitrogen	XXX	Report	XXX	XXX	Report	XXX
1,1,1-Trichloroethane	XXX	Report	XXX	XXX	XXX	Report



<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Daily Maximum</i>		<i>Average Monthly</i>	<i>Daily Maximum</i>	
Naphthalene Internal Monitoring Point	XXX	Report	XXX	XXX	Report	XXX
1,1-Dichloroethylene Internal Monitoring Point	XXX	Report	XXX	XXX	XXX	Report
Cadmium, Total Internal Monitoring Point	XXX	0.4	XXX	XXX	0.03	0.05
Lead, Total Internal Monitoring Point	XXX	2.9	XXX	XXX	0.24	0.28
Silver, Total Internal Monitoring Point	XXX	0.8	XXX	XXX	0.07	0.1
Tetrachloroethylene Internal Monitoring Point	XXX	Report	XXX	XXX	XXX	Report
Zinc, Total Internal Monitoring Point	XXX	7.1	XXX	XXX	0.58	0.72
Total Toxic Organics Internal Monitoring Point	XXX	4.0	XXX	XXX	0.33	XXX
PCBs Dry Weather Analysis (ng/L) Internal Monitoring Point	XXX	XXX	XXX	XXX	Report	XXX
PCBs Wet Weather Analysis (ng/L) Internal Monitoring Point	XXX	XXX	XXX	XXX	Report	XXX

The proposed effluent limits for Outfall 002, 004, 005, 011, 012, 013, 014, and Internal Monitoring Point (IMP) 902 are as follows:

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Daily Maximum</i>		<i>Average Monthly</i>	<i>Daily Maximum</i>	
Flow (MGD)	Report	Report	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX	6.0	XXX	XXX	9.0
Temperature (°F)	XXX	XXX	XXX	XXX	110	110

The design flows at these emergency non-contact cooling water outfalls are as follows: 2.16 MGD for outfall 002, 0.13 MGD for outfall 004, 0.15 MGD for outfall 005, 1.0 MGD for outfall 011, 0.72 MGD for outfall 012, 0.4 MGD for outfall 013, 3.09 MGD for outfall 014, and 0.36 MGD for IMP 902.

The proposed monitoring requirements for stormwater outfalls 015, 016, and 017, based on a design flow of 0 MGD, are as follows:

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Average Weekly</i>		<i>Average Monthly</i>	<i>Daily Maximum</i>	
pH (S.U.)	XXX	XXX	XXX	XXX	Report	XXX
Total Suspended Solids	XXX	XXX	XXX	XXX	Report	XXX
Oil and Grease	XXX	XXX	XXX	XXX	Report	XXX
Nitrate-Nitrite as N	XXX	XXX	XXX	XXX	Report	XXX
Aluminum, Total	XXX	XXX	XXX	XXX	Report	XXX
Chromium, Hexavalent	XXX	XXX	XXX	XXX	Report	XXX
Copper, Total	XXX	XXX	XXX	XXX	Report	XXX
Iron, Total	XXX	XXX	XXX	XXX	Report	XXX
Lead, Total	XXX	XXX	XXX	XXX	Report	XXX
Nickel, Total	XXX	XXX	XXX	XXX	Report	XXX
Zinc, Total	XXX	XXX	XXX	XXX	Report	XXX

The proposed effluent limits for stormwater outfall 018, based on a design flow of 0 MGD, are as follows:

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>		<i>Minimum</i>	<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Average Weekly</i>		<i>Average Monthly</i>	<i>Daily Maximum</i>	
PCBs Wet Weather Analysis (ng/L)	XXX	XXX	XXX	XXX	Daily Max	XXX

In addition, the permit contains the following major special conditions:

- Changes in Chemical Additives and/or usage rates require prior notice and DEP Approval.
- EPA Method 1668A must be used for the analysis of PCBs at outfalls 901 and 018.
- Sampling at Outfalls 015, 016, and 017 can be used as representative of the other stormwater outfalls on site.
- A Preparedness, Prevention, and Contingency (PPC) Plan must be kept up-to-date and on-site.
- Annual inspections of all stormwater outfalls are required.

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 717-705-4732.

The EPA Waiver is not in effect.

**PA0008265**, Industrial, SIC Code 2611, **Appvion Inc.**, 100 Paper Mill Road, Roaring Spring, PA 16673-1480. Facility Name: Appvion Inc. This existing facility is located in Roaring Spring Borough, **Blair County**.

Description of Existing Activity: The application is for a renewal of an NPDES permit for an existing discharge of treated Industrial Waste.

The receiving stream(s), Cabbage Creek, Frankstown Branch Juniata River, Halter Creek, Unnamed Tributary to Halter Creek, is located in State Water Plan watershed 11-A and is classified for Migratory Fishes and Warm Water Fishes, aquatic life, water supply and recreation. The discharge is not expected to affect public water supplies.

The proposed effluent limits for Outfall 001 are based on a design flow of 4.84 MGD.

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>			<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Daily Maximum</i>	<i>Minimum</i>	<i>Average Monthly</i>	<i>Daily Maximum</i>	
Flow (MGD)	Report	Report	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX	6.0	XXX	9.0	XXX
Dissolved Oxygen	XXX	XXX	5.0	XXX	Max XXX	XXX
Color (Pt-Co Units)						
Upstream Monitoring	XXX	XXX	XXX	Report	Report	XXX
Downstream Monitoring	XXX	XXX	XXX	Report	Report	XXX
Nov 1 - Apr 30	XXX	XXX	XXX	220	440	550
May 1 - Oct 31	XXX	XXX	XXX	190	380	475
Temperature (deg F) (°F)						
Effluent	XXX	XXX	XXX	Report	Report	XXX
Upstream Monitoring	XXX	XXX	XXX	Report	Report	XXX
Downstream Monitoring	XXX	XXX	XXX	Report	Report	XXX
Biochemical Oxygen Demand (BOD <sub>5</sub> )	1,009	2,018	XXX	25	50	62
Chemical Oxygen Demand (COD)						
Influent	XXX	XXX	XXX	Report	Report	XXX
Effluent	XXX	XXX	XXX	Report	Report	XXX
Total Suspended Solids	1,211	2,422	XXX	30.0	60.0	75
Total Dissolved Solids	Report	Report	XXX	Report	Report	XXX
Aluminum, Total	56.5	113.0	XXX	1.4	2.8	3.5
Ammonia-Nitrogen	76.7	153.4	XXX	1.9	3.8	4.8
Sulfate, Total	Report	Report	XXX	Report	Report	XXX
Chloride	Report	Report	XXX	Report	Report	XXX
Bromide	Report	Report	XXX	Report	Report	XXX
Adsorbable Organic Halides (AOX)	323	493	XXX	Report	Report	XXX

The proposed effluent limits for stormwater Outfalls 002 to 013 are based on a design flow of 0 MGD.

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>			<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Daily Maximum</i>	<i>Minimum</i>	<i>Daily Maximum</i>	<i>Daily Maximum</i>	
pH (S.U.)						
Other Stormwater	XXX	XXX	XXX	Report	XXX	XXX
Chemical Oxygen Demand (COD)						
Other Stormwater	XXX	XXX	XXX	Report	XXX	XXX
Total Suspended Solids						
Other Stormwater	XXX	XXX	XXX	Report	XXX	XXX
Oil and Grease						
Other Stormwater	XXX	XXX	XXX	Report	XXX	XXX

The proposed effluent limits for Outfall 101 are based on a design flow of 0 MGD.

<i>Parameters</i>	<i>Mass Units (lbs/day)</i>			<i>Concentrations (mg/L)</i>		<i>Instant. Maximum</i>
	<i>Average Monthly</i>	<i>Daily Maximum</i>	<i>Minimum</i>	<i>Average Monthly</i>	<i>Daily Maximum</i>	
Flow (MGD)	Report	Report	XXX	XXX	XXX	XXX
Kappa Number (No.)	XXX	XXX	XXX	20	Report	XXX
				Annl Avg		
Color (Pt-Co Units)	XXX	XXX	XXX	Report	Report	XXX
Chloroform	2.2	3.7	XXX	Report	Report	XXX
Pentachlorophenol (µg/L)	XXX	XXX	XXX	XXX	5.0	XXX
2,3,4,6-Tetrachlorophenol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX

Parameters	Mass Units (lbs/day)			Concentrations (mg/L)		Instant. Maximum
	Average Monthly	Daily Maximum	Minimum	Average Monthly	Daily Maximum	
2,3,7,8-Tetrachlorodibenzofuran (pg/L)	XXX	XXX	XXX	XXX	31.9	XXX
2,3,7,8-Tetrachlorodibenzo-p-dioxin (pg/L)	XXX	XXX	XXX	XXX	10.0	XXX
3,4,5-Trichlorocatechol (µg/L)	XXX	XXX	XXX	XXX	5.0	XXX
2,4,5-Trichlorophenol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX
3,4,6-Trichlorocatechol (µg/L)	XXX	XXX	XXX	XXX	5.0	XXX
3,4,5-Trichloroguaiacol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX
3,4,6-Trichloroguaiacol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX
4,5,6-Trichloroguaiacol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX
2,4,6-Trichlorophenol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX
Tetrachlorocatechol (µg/L)	XXX	XXX	XXX	XXX	5.0	XXX
Tetrachloroguaiacol (µg/L)	XXX	XXX	XXX	XXX	5.0	XXX
Trichlorosyringol (µg/L)	XXX	XXX	XXX	XXX	2.5	XXX

The proposed monitoring requirements and, where appropriate, effluent limits for implementation of the Chesapeake Bay Tributary Strategy are as follows for Outfall 001.

Parameters	Mass Units (lbs/day)			Concentrations (mg/L)		Instant. Maximum
	Monthly	Annual	Monthly	Monthly Average	Maximum	
Ammonia—N	Report	Report	XXX	Report	XXX	XXX
Kjeldahl—N	Report	XXX	XXX	Report	XXX	XXX
Nitrate-Nitrite as N	Report	XXX	XXX	Report	XXX	XXX
Total Nitrogen	Report	Report	XXX	Report	XXX	XXX
Total Phosphorus	Report	Report	XXX	Report	XXX	XXX
Net Total Nitrogen	Report	61,666	XXX	XXX	XXX	XXX
Net Total Phosphorus	Report	7,367	XXX	XXX	XXX	XXX

\* This permit contains conditions which authorize the permittee to apply nutrient reduction credits to meet the Net Total Nitrogen and the Net Total Phosphorus effluent mass limits, under the Department's Chapter 96 regulations. The condition includes the requirement to report the application of these credits in Supplemental Discharge Monitoring Reports (DMRs) submitted to the Department.

In addition, the permit contains the following major special conditions:

- Stormwater Requirements
- Chemical Additives usage and reporting requirements
- Best Management Practices(BMPs) and record keeping requirements
- 316(a) Thermal Effluent Limit condition
- WET testing requirements
- Reopener clause for COD
- Chlorine optimization

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 717-705-4732.

The EPA Waiver is not in effect.

Northwest Region: Clean Water Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.

**PA0264547**, Sewage, SIC Code 8800, **Genevieve Snyder**, 1622 Pin Oak Road, Rimersburg, PA 16248. Facility Name: Genevieve Snyder SRSTP. This proposed facility is located in Madison Township, **Clarion County**.

Description of Proposed Activity: The application is for a new NPDES permit for a new discharge of treated SRSTP Sewage.

The receiving stream, an Unnamed Tributary to the Redbank Creek, is located in State Water Plan watershed 17-C and is classified for Cold Water Fishes, aquatic life, water supply and recreation. The discharge is not expected to affect public water supplies.

The proposed effluent limits for Outfall 001 are based on a design flow of 0.0004 MGD.

Parameters	Mass Units (lbs/day)			Concentrations (mg/L)		Instant. Maximum
	Average Monthly	Average Weekly	Minimum	Average Monthly	Maximum	
Flow (MGD)	Report	XXX	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX	6.0	XXX	9.0	XXX
Total Residual Chlorine (TRC)	XXX	XXX	XXX	Report	XXX	XXX

Parameters	Mass Units (lbs/day)		Minimum	Concentrations (mg/L)		Instant. Maximum
	Average Monthly	Average Weekly		Average Monthly	Maximum	
Biochemical Oxygen Demand (BOD <sub>5</sub> )	XXX	XXX	XXX	10.0	XXX	20.0
Total Suspended Solids	XXX	XXX	XXX	10.0	XXX	20.0
Fecal Coliform (CFU/100 ml)	XXX	XXX	XXX	200 Geo Mean	XXX	XXX

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 814-332-6340.

The EPA Waiver is in effect.

**PA0264521**, Sewage, SIC Code 8800. 4952, **Adam J McAvoy**, 3301 W Washington Street, Bradford, PA 16701. Facility Name: Adam J McAvoy SRSTP. This proposed facility is located in Corydon Township, **McKean County**.

Description of Proposed Activity: The application is for a new NPDES permit for a new discharge of treated SRSTP Sewage.

The receiving stream is an unnamed tributary to Willow Creek, located in State Water Plan watershed 16-B and classified for HQ—CWF, aquatic life, water supply and recreation. The discharge is not expected to affect public water supplies.

The proposed effluent limits for Outfall 001 are based on a design flow of 0.0004 MGD.

Parameters	Mass Units (lbs/day)		Minimum	Concentrations (mg/L)		Instant. Maximum
	Average Monthly	Average Weekly		Average Monthly	Maximum	
Flow (MGD)	Report	XXX	XXX	XXX	XXX	XXX
pH (S.U.)	XXX	XXX	6.0	XXX	9.0	XXX
Biochemical Oxygen Demand (BOD <sub>5</sub> )	XXX	XXX	XXX	10.0	XXX	20
Total Suspended Solids	XXX	XXX	XXX	10.0	XXX	20
Fecal Coliform (CFU/100 ml)	XXX	XXX	XXX	200 Geo Mean	XXX	1,000

You may make an appointment to review the DEP files on this case by calling the File Review Coordinator at 814-332-6340.

The EPA Waiver is in effect.

### III. WQM Industrial Waste and Sewerage Applications under The Clean Streams Law

*Southeast Region: Clean Water Program Manager, 2 East Main Street, Norristown, PA 19401, 484.250.5900.*

**WQM Permit No. 1516405**, Sewage, **HMS Host Corporation**, 6905 Rockledge Drive, Bethesda, MD 20817.

This proposed facility is locate in Wallace Township, **Chester County**.

Description of Action/Activity: Construction and operation of a sewage treatment plant.

*Northwest Region: Clean Water Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.*

**WQM Permit No. 4305403 A-1**, Sewage, **Martha & Nathan Palm**, 134 N Maysville Road, Greenville, PA 16125-8632.

This existing facility is located in West Salem Township, **Mercer County**.

Description of Proposed Action/Activity: Amendment to install a dechlorinator at the Anderson MHP wastewater treatment plant.

**WQM Permit No. 2574407 A-3**, Sewage, **Middleboro Municipal Authority**, PO Box 189, McKean, PA 16426-0189.

This existing facility is located in McKean Borough, **Erie County**.

Description of Proposed Action/Activity: Amendment for modifications to existing WWTP to rerate plant to 112,000 gpd.

### VI. NPDES Individual Permit Applications for Discharges of Stormwater Associated with Construction Activities

*Southeast Region: Waterways & Wetlands Program Manager, 2 East Main Street, Norristown, PA 19401. Telephone 484-250-5160.*

NPDES Permit No.	Applicant Name & Address	County	Municipality	Receiving Water/Use
PAI015116005	Philadelphia Water Department 1101 Market Street Philadelphia, PA 19107	Philadelphia	City of Philadelphia	Delaware River WWF-MF Pennypack Creek WWF-MF

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI010916007	Ann's Choice, Inc. 701 Maiden Choice Lane Baltimore, MD 21128	Bucks	Warminster Township	Little Neshaminy Creek WWF-MF
PAI011516020	Penns Grove Holding LLC 1160 State Road Lincoln University, PA 19352	Chester	Upper Oxford Township	Unnamed East Branch Big Elk Creek HQ-TSF-MF
PAI015116006	Philadelphia Museum of Art 2600 Benjamin Franklin Parkway Philadelphia, PA 19130	Philadelphia	City of Philadelphia	Schuylkill River WWF-MF

*Northeast Region: Waterways and Wetlands Program Manager, 2 Public Square, Wilkes-Barre, PA 18701-1915.*

*Luzerne Conservation District, 325 Smiths Pond Road, Shavertown, PA 18708.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI024016001	PennDOT c/o Mr. Richard Miller 400 North Street, 5th Floor Harrisburg, PA 17120-0041	Luzerne	Ross Township	Shingle Run (HQ-CWF, MF)

*Northampton County Conservation District, 14 Gracedale Avenue Greystone Bldg., Nazareth, PA 18064-9211.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI024810010R	Edward Mertz 480 Nolf Road Nazareth, PA 18064	Northampton	Bushkill Township	Bushkill Creek (HQ-CWF, MF)

*Southcentral Region: Waterways & Wetlands Program, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, Nathan Crawford, Section Chief, 717.705.4802.*

<i>Permit #</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI030616001	PA Department of Transportation, District 5-0 1002 Hamilton Street Allentown, PA 18101-1013	Berks	Maidencreek Township	Willow Creek (Designated Use CWF, MF, Existing Use HQ) EV Wetlands
PAI033616007	Elmer G. & Sara F. Stoltzfus Aaron G. & Linda K. Stoltzfus 1147 Scalpy Hollow Road Drumore, PA 17518	Lancaster	Drumore Township	Fishing Creek (HQ/CW, MF)
PAI034416003	Newton Hamilton Borough PO Box 63 Newton Hamilton, PA 17075	Mifflin	Newton Hamilton Borough	UNT Juniata River (HQ-CWF)

## **VII. List of NOIs for NPDES and/or Other General Permit Types**

PAG-12      CAFOs

### **CAFO Notices of Intent Received**

*Southcentral Region: Clean Water Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110. Telephone: 717-705-4707.*

**PAG123740, CAFO, Belview Valley Farms, 458 Gemmill Rd, Delta, PA 17314.**

This existing facility is located in Peach Bottom Township, **York County**.

Description of Size and Scope of Proposed Operation/Activity: 632.50 AEU/Beef/Swine.

The receiving stream, Neill Run, is in watershed 7-I, and classified for: TSF.

The proposed effluent limits for the operation/activity include: Except for the chronic or catastrophic rainfall events defined as over the 100-year/24-hour rain storms, the CAFO general permit is a non-discharge NPDES permit. Where applicable, compliance with 40 CFR Federal effluent limitation guidelines is required. The general permit requires no other numeric effluent limitations and compliance with the Pennsylvania Nutrient Management Act and the Clean Stream Law constitutes compliance with the state narrative water quality standards.

**PAG123835, CAFO, Ar-Joy Farms**, 1600 Althouse Road, Cochranville, PA 19330.

This existing facility is located in West Fallowfield Township, **Chester County**.

Description of Size and Scope of Proposed Operation/Activity: 1,169.75 AEU/Dairy.

The receiving stream, UNT of Muddy Run, is in watershed 7-K, and classified for: TSF.

The proposed effluent limits for the operation/activity include: Except for the chronic or catastrophic rainfall events defined as over the 25-year/24-hour rain storms, the CAFO general permit is a non-discharge NPDES permit. Where applicable, compliance with 40 CFR Federal effluent limitation guidelines is required. The general permit requires no other numeric effluent limitations and compliance with the Pennsylvania Nutrient Management Act and the Clean Stream Law constitutes compliance with the state narrative water quality standards.

## STATE CONSERVATION COMMISSION

### PROPOSED NUTRIENT MANAGEMENT PLANS RELATED TO APPLICATIONS FOR NPDES PERMITS FOR CAFOs

This notice provides information about agricultural operations that have submitted nutrient management plans (NMPs) for approval under 3 Pa.C.S. Chapter 5 and that have or anticipate submitting applications for new, amended or renewed NPDES permits, or Notices of Intent (NOIs) for coverage under a general permit, for CAFOs, under 25 Pa. Code Chapter 92a. This notice is provided in accordance with 25 Pa. Code Chapter 92a and 40 CFR Part 122, implementing The Clean Streams Law and the Federal Clean Water Act.

Based upon preliminary reviews, the State Conservation Commission (SCC) or County Conservation Districts (CCD) working under a delegation agreement with the SCC have completed an administrative review of NMPs described. These NMPs are published as proposed plans for comment prior to taking final actions. The NMPs are available for review at the CCD office for the county where the agricultural operation is located. A list of CCD office locations is available at <http://www.nacdnet.org/about/districts/directory/pa.phtml> or can be obtained from the SCC at the office address listed or by calling (717) 787-8821.

Persons wishing to comment on an NMP are invited to submit a statement outlining their comments on the plan to the CCD, with a copy to the SCC for each NMP, within 30 days from the date of this public notice. Comments received within the respective comment periods will be considered in the final determinations regarding the NMPs. Comments should include the name, address and telephone number of the writer and a concise statement to inform the SCC of the exact basis of the comments and the relevant facts upon which they are based. Comments should be sent to the SCC, Agriculture Building, Room 310, 2301 North Cameron Street, Harrisburg, PA 17110.

Persons with a disability who require an auxiliary aid, service, including TDD users or other accommodations to seek additional information should contact the SCC through the Pennsylvania AT&T Relay Service at (800) 654-5984.

#### APPLICATIONS

##### NUTRIENT MANAGEMENT PLAN—PUBLIC NOTICE SPREADSHEET

<i>Agricultural Operation Name and Address</i>	<i>County</i>	<i>Total Acres</i>	<i>Animal Equivalent Units</i>	<i>Animal Type</i>	<i>Special Protection Waters (HQ or EV or NA)</i>	<i>Renewal/ New</i>
Elvin Nolt 10 Seth Erb Road Richland, PA 17087	Lebanon	47.1	599.14	Swine, Beef, Ponies, Sheep	NA	Renewal
Earl and Joann Ebling 761 Airport Road Bethel, PA 19507	Berks	112.2	140.05	Pullets	N/A	Renewal
Oscar Manbeck 10 Fort Henry Rd Bethel, PA 19507	Berks	677.1	898.68	Swine	N/A	Renewal
Delmar Martin 1375 West Rte 897 Denver, PA	Lancaster	26.1	502.57	Swine/ Broiler	HQ	R
Esbensshade, Inc. 220 Eby Chiques Road Mount Joy, PA 17552	Lancaster	318.1	9,467.64	Layers	NA	R
Hetrickdale Farms 69 Hetrick Road Bernville, PA 19506	Berks	1,928.5	2,725.09	Dairy	NA	Renewal
Brian Eckman 357 Black Barren Road Peach Bottom, PA 17563	Lancaster	82.8	649.77	Swine/ Broilers	NA	R

<i>Agricultural Operation Name and Address</i>	<i>County</i>	<i>Total Acres</i>	<i>Animal Equivalent Units</i>	<i>Animal Type</i>	<i>Special Protection Waters (HQ or EV or NA)</i>	<i>Renewal/ New</i>
We Kings Farm 6028 Guitner Road Greencastle, PA 17225	Franklin	212.33	505.16	Poultry	NA	Renewal
Michael Hege 11437 Gehr Road Waynesboro, PA 17268	Franklin	14.1	309.15	Poultry	NA	Renewal

**PUBLIC WATER SUPPLY (PWS) PERMITS**

Under the Pennsylvania Safe Drinking Water Act (35 P.S. §§ 721.1—721.17), the following parties have applied for PWS permits to construct or substantially modify public water systems.

Persons wishing to comment on permit applications are invited to submit statements to the office listed before the application within 30 days of this public notice. Comments received within this 30-day comment period will be considered in the formulation of the final determinations regarding an application. A comment should include the name, address and telephone number of the writer and a concise statement to inform the Department of the exact basis of a comment and the relevant facts upon which it is based. A public hearing may be held after consideration of comments received during the 30-day public comment period.

Following the comment period, the Department will make a final determination regarding the proposed permit. Notice of this final determination will be published in the *Pennsylvania Bulletin* at which time this determination may be appealed to the Environmental Hearing Board.

The permit application and related documents are on file at the office listed before the application and available for public review. Arrangements for inspection and copying information should be made with the office listed before the application.

Persons with a disability that require an auxiliary aid, service or other accommodations to participate during the 30-day public comment period should contact the office listed before the application. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

**SAFE DRINKING WATER**

**Applications Received Under the Pennsylvania Safe Drinking Water Act**

*Southeast Region: Safe Drinking Water Supply Management Program Manager, 2 East Main Street, Norristown, PA 19401.*

**Permit No. 4616516**, Public Water Supply.

Applicant	<b>Pennsylvania American Water Company</b>
Township	Upper Providence
County	<b>Montgomery</b>
Responsible Official	David R. Kaufman 800 West Hershey Park Blvd. Hershey, PA 17033
Type of Facility	PWS

Consulting Engineer	Ebert Engineering, Inc. P.O. Box 540 4092 Skippack Pike Suite 202 Skippack, PA 19474
Application Received Date	July 18, 2016
Description of Action	Replacement of pumps and motor controls in the existing Black Rock Road Booster Station to increase the capacity of the station.
<b>Permit No. WA-09-1009</b>	Public Water Supply.
Applicant	<b>Warminster Municipal Authority</b>
Township	Warminster
County	<b>Bucks</b>
Responsible Official	Timothy D. Hagey 415 Gibson Avenue Warminster, PA 18974
Type of Facility	PWS
Consulting Engineer	CKS Engineers, Inc. 88 South Main Street Doylestown, PA 18901
Application Received Date	October 13, 2015
Description of Action	Modification to the referenced subsidiary water allocation permit application was received by DEP on July 22, 2016. The applicant is now requesting the right to purchase 3,000,000 gallons per day through their interconnection with the North Wales Water Authority.

**LAND RECYCLING AND ENVIRONMENTAL REMEDIATION**

**UNDER ACT 2, 1995  
PREAMBLE 1**

**Acknowledgment of Notices of Intent to Remediate Submitted under the Land Recycling and Environmental Remediation Standards Act (35 P.S. §§ 6026.101—6026.907)**

Sections 302—305 of the Land Recycling and Environmental Remediation Standards Act (act) (35 P.S. §§ 6026.302—6026.305) require the Department to publish in the *Pennsylvania Bulletin* an acknowledgment noting receipt of Notices of Intent to Remediate. An acknowledgment of the receipt of a Notice of Intent to Remediate is used to identify a site where a person

proposes to, or has been required to, respond to a release of a regulated substance at a site. A person intending to use the background standard, Statewide health standard, the site-specific standard or intend to remediate a site as a special industrial area shall file a Notice of Intent to Remediate with the Department. A Notice of Intent to Remediate filed with the Department provides a brief description of the location of the site, a list of known or suspected contaminants at the site, the proposed remediation measures for the site and a description of the intended future use of the site. A person who demonstrates attainment of one or a combination of cleanup standards or receives approval of a special industrial area remediation identified under the act will be relieved of further liability for the remediation of the site for contamination identified in reports submitted to and approved by the Department. Furthermore, the person shall not be subject to citizen suits or other contribution actions brought by responsible persons not participating in the remediation.

Under sections 304(n)(1)(ii) and 305(c)(2) of the act, there is a 30-day public and municipal comment period for sites proposed for remediation using a site-specific standard, in whole or in part, and for sites remediated as a special industrial area. This period begins when a summary of the Notice of Intent to Remediate is published in a newspaper of general circulation in the area of the site. For the following site, proposed for remediation to a site-specific standard or as a special industrial area, the municipality, within which the site is located, may request to be involved in the development of the remediation and reuse plans for the site if the request is made within 30 days of the date specified as follows. During this comment period, the municipality may request that the person identified as the remediator of the site develop and implement a public involvement plan. Requests to be involved and comments should be directed to the remediator of the site.

For further information concerning the content of a Notice of Intent to Remediate, contact the environmental cleanup program manager in the Department regional office listed before the notice. If information concerning this acknowledgment is required in an alternative form, contact the community relations coordinator at the appropriate regional office. TDD users may telephone the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

The Department has received the following Notices of Intent to Remediate:

*Southcentral Region: Environmental Cleanup and Brownfields Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110. Phone 717.705.4705.*

**Walmar Manor Manufactured Home Community Lot 74**, 125 Walmar Manor, Dillsburg, PA 17019, Franklin Township, **York County**. EP&S of Vermont, Inc., 1539 Bobali Drive, Harrisburg, PA 17104, on behalf of Walmar MHC, LLC, 1006 Hammock Bend Chapel Hill, NC 27517, submitted a Notice of Intent to Remediate site soils contaminated with No. 2 fuel oil. The site will be remediated to the Residential Statewide Health Standard and remain residential. The Notice of Intent to Remediate was published in the *Patriot News* on June 14, 2016.

*Southwest Region: Environmental Cleanup & Brownfield Development Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

**2939 & 2959 Fitzsimmons Lane**, Municipality of Murrysville, **Westmoreland County**. Bruce E. Dice &

Associates, P.C., 787 Pine Valley Drive, Suite E, Pittsburgh, PA 15239 on behalf of Ronald D. Anderson, Jr., 5901 Bollinger Road, Export, PA 15632 has submitted a Notice of Intent to Remediate (NIR) to meet the residential Statewide Health standard concerning site soils contaminated with # 2 home heating oil from a ruptured underground storage tank. Notice of the NIR was published in the *Tribune-Review* on May 23, 2016.

**Norfolk Southern Railway Company—New Brighton Former Derailment Site**, 1st Avenue and adjacent to 4th Street and 2nd Avenue, Borough of New Brighton, **Beaver County**. AECOM Technical Services, Inc., 681 Anderson Drive, Foster Plaza, Suite 400, Pittsburgh, PA 15220 on behalf of Norfolk Southern Railway Company, 1200 Peachtree St., NE- Box 13, Atlanta, GA 30309 has submitted a Notice of Intent to Remediate (NIR) to meet the residential & non-residential Statewide Health standards for site soils and groundwater contaminated with methanol, benzene, toluene, ethylbenzene, and xylenes from a train derailment. Notice of the NIR was published in the *Beaver County Times* on February 29, 2016.

**Former BBC Brown Boveri Property** (formerly-ABB Inc. Product Support, ABB Power T&D Co., ASEA Brown Boveri), 125 Theobald Avenue, South Greensburg Borough, **Westmoreland County**. American Geosciences, Inc., 3925 Reed Blvd., Ste. 400, Murrysville, PA 15668 on behalf of D&R Industrial Center, LLC, 125 Theobald Avenue, Greensburg, PA 15601 has submitted a Notice of Intent to Remediate to meet a combination of Statewide Health and Site-Specific standards concerning: site soils contaminated with polychlorinated biphenyls (PCBs), heavy metals (primarily arsenic, lead and silver); and soil and groundwater contaminated with chlorinated solvents (trichloroethene, 1,1,1-trichloroethane, and related degradation products). Intended future use of the property is nonresidential. Notice of the NIR was published in the *Tribune-Review* on July 26, 2016.

#### HAZARDOUS WASTE TREATMENT, STORAGE AND DISPOSAL FACILITIES

**Applications received under the Solid Waste Management Act (35 P.S. §§ 6018.101—6018.1003) and Regulations to Operate or for the closure and post-closure care of a Hazardous Waste Treatment, Storage or Disposal Facility.**

*Southwest Regional Office, Regional Solid Waste Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, Telephone 412-442-4000.*

**Permit ID No. PAD004810222. Kelly Run Sanitation, Inc. Kelly Run Sanitation, Inc.—Western Disposal Area**, 1500 Hayden Boulevard, Elizabeth, PA 15037. A post-closure permit renewal application for the continued post-closure care of a closed hazardous waste landfill in Forward Township, **Allegheny County** was received in the Regional Office on February 17, 2016 and accepted for technical review on August 4, 2016.

#### AIR QUALITY

##### PLAN APPROVAL AND OPERATING PERMIT APPLICATIONS

The Department has developed an “integrated” plan approval, State Operating Permit and Title V Operating Permit program. This integrated approach is designed to make the permitting process more efficient for the Department, the regulated community and the general public. This approach allows the owner or operator of a



facility to submit permitting documents relevant to its application for all sources related to a facility or a proposed project, affords an opportunity for public input, and provides for a decision on the issuance of the necessary permits.

The Department received applications for Plan Approvals or Operating Permits from the following facilities.

Copies of the application, the Department's analysis, all pertinent documents used in the evaluation of the application and subsequently prepared proposed plan approvals/operating permits are available for public review during normal business hours at the appropriate Department Regional Office. Appointments for scheduling a review must be made by calling the appropriate Department Regional Office. The address and phone number of the Regional Office is listed before the application notices.

Persons wishing to file a written protest or provide comments or additional information, which they believe should be considered prior to the issuance of a permit, may submit the information to the Department's Regional Office. A 30-day comment period from the date of this publication will exist for the submission of comments, protests and information. Each submission must contain the name, address and telephone number of the person submitting the comments, identification of the proposed Plan Approval/Operating Permit including the permit number and a concise statement regarding the relevancy of the information or objections to issuance of the permit.

A person wishing to request a hearing may do so during the 30-day comment period. A public hearing may be held, if the Department, in its discretion, decides that a hearing is warranted based on the information received. Persons submitting comments or requesting a hearing will be notified of the decision to hold a hearing by publication in the newspaper, the *Pennsylvania Bulletin* or by telephone, when the Department determines this type of notification is sufficient. Requests for a public hearing and any relevant information should be directed to the appropriate Department Regional Office.

Permits issued to the owners or operators of sources subject to 25 Pa. Code Chapter 127, Subchapter D or E, or located within a Title V facility or subject to 25 Pa. Code § 129.51(a) or permits issued for sources with limitations on their potential to emit used to avoid otherwise applicable Federal requirements may be submitted to the United States Environmental Protection Agency for review and approval as a revision to the State Implementation Plan. Final Plan Approvals and Operating Permits will contain terms and conditions to ensure that the sources are constructed and operating in compliance with applicable requirements in the Air Pollution Control Act (35 P.S. §§ 4001—4015), 25 Pa. Code Chapters 121—145, the Federal Clean Air Act (42 U.S.C.A. §§ 7401—7671q) and regulations adopted under the Federal Clean Air Act.

Persons with a disability who wish to comment and require an auxiliary aid, service or other accommodation to participate should contact the regional office listed before the application. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

## PLAN APPROVALS

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**Plan Approval Applications Received under the Air Pollution Control Act (35 P.S. §§ 4001—4015) and 25 Pa. Code Chapter 127, Subchapter B that may have special public interest. These applications are in review and no decision on disposition has been reached.**

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*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**36-05158B: Perdue AgriBusiness, LLC** (PO Box 1537, Salisbury, MD 21802-1537) on August 1, 2016, for the transfer and use of emission reduction credits (ERCs) associated with the startup and operation of the soybean processing facility approved under Plan Approval No. 36-05158A in Conoy Township, **Lancaster County**.

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**Intent to Issue Plan Approvals and Intent to Issue or Amend Operating Permits under the Air Pollution Control Act and 25 Pa. Code Chapter 127, Subchapter B. These actions may include the administrative amendments of an associated operating permit.**

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*Southeast Region: Air Quality Program, 2 East Main Street, Norristown, PA 19401.*

*Contact: James A. Beach, New Source Review Chief—Telephone: 484-250-5920.*

**46-0040C: National Label Co., Inc.** (2025 Joshua Road, Lafayette Hill, PA 19444) for installation of an eight (8) color label gravure press and regenerative thermal oxidizer in Whitmarsh Township, **Montgomery County**. The plan approval is for a non-Title V facility and will consist of an eight (8) station rotogravure printing press with integral natural gas-fired dryers. Air emissions will be routed through a permanent total enclosure to a new regenerative thermal oxidizer (Source ID C03). Post-controlled potential VOC emissions are calculated to be no more than 17.1 tons (including cleanup operations), while projected actual VOC emissions will not exceed 9.2 tons/yr. The plan approval will include monitoring, recordkeeping and reporting requirements designed to keep the facility operating within all applicable air quality requirements.

*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**36-03147B: A & M Composting, Inc.** (2022 Mountain Road, Manheim, PA 17545) to implement a revised ammonia emission monitoring plan for the sludge composting facility located in Penn Township, **Lancaster County**. The expected potential facility emissions are not expected

to change, and remain at: 6.0 tpy of VOCs and 56.2 tpy of Ammonia. The facility is a State Only facility. DEP's review of the information submitted by the applicant indicates that the air contamination sources will continue to comply with all regulatory requirements pertaining to air contamination sources and the emission of air contaminants including the best available technology requirement (BAT) of 25 Pa. Code §§ 127.1 and 127.12, and 25 Pa. Code § 123.1, Prohibition of certain fugitive emissions, 25 Pa. Code § 123.2, Fugitive particulate matter, and 25 Pa. Code § 123.31, Limitations. Based on these findings, the Department proposes to issue a plan approval for the proposed ammonia emissions monitoring plan. The requirements established in the plan approval may be incorporated into an Operating Permit pursuant to the administrative amendment provisions of 25 Pa. Code § 127.450.

**21-05005D: PA Department of Corrections-State Correction Institution-Camp Hill** (2500 Lisburn Road, Camp Hill, PA 17011) to install a natural gas/No. 2 oil-fired Nebraska/Cleaver Brooks, model NOS-2AS-67 boiler, rated at 94.7 mmBtus/hr, at the Camp Hill State Correctional Institution in Lower Allen Township, **Cumberland County**. This boiler will replace a similar existing boiler at the site. The potential air emissions from the new boiler are estimated at 34.2 tons of carbon monoxide, 13 tons of nitrogen oxide, 3.1 tons of particulate matter, 0.25 ton of sulfur dioxide, 2.2 tons of volatile organic compounds, and 0.8 ton of HAPs. The facility is a Title V facility. The Plan Approval will also include facility-wide emission limits (100 tpy of NO<sub>x</sub> & 50 tpy of VOCs) and work practice standards along with monitoring, recordkeeping and reporting requirements to ensure the facility complies with the applicable air quality regulations, including, but not limited to 40 CFR Part 60, Subpart Dc—Standards of Performance for Small Industrial-Commercial-Institutional Steam Generating Units. DEP's review of the information submitted by the applicant indicates that the air contamination sources as constructed or modified will comply with all regulatory requirements pertaining to air contamination sources and the emission of air contaminants including the best available technology requirement (BAT) of 25 Pa. Code § 127.1 and 127.12. Based on these findings, the Department proposes to issue a plan approval for the proposed construction. If, after the project has been implemented, the Department determines that the sources are constructed and operated in compliance with the plan approval conditions and the specification of the application for plan approval, the requirements established in the plan approval may be incorporated into a Title V Operating Permit pursuant to the administrative amendment provisions of 25 Pa. Code § 127.450.

*Southwest Region: Air Quality Program, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

*Contact: Tom Joseph, P.E., Engineering Manager—Telephone: 412-442-4336.*

**30-00218C: Bayles Energy, LLC** (North Shore Place I, 358 North Shore Dr., Suite 201, Pittsburgh, PA 15212) Notice is hereby given in accordance with 25 Pa. Code §§ 127.44—127.46 that the Department of Environmental Protection (Department) intends to issue Air Quality Plan Approval 30-00218C to allow the construction and initial temporary operation of three (3) 9,708 bhp (7.2 MWs) 4 stroke lean burn Rolls Royce Bergen B-35:40V16AG2 natural gas-fired engine/generator sets, each equipped with both catalytic oxidation and selective catalytic reduction (SCR), at the proposed electric generating station

located in Greene Township, **Greene County**. The facility will also include one (1) 0.64 MMBtu/hour natural gas-fired natural gas line heater, four (4) storage tanks ranging in size from 1,000 gallons to 5,236 gallons, one (1) desiccant dehydration system; and fugitive emissions.

Potential to emit from the facility is estimated to be 16.57 tons of nitrogen oxides (NO<sub>x</sub>), 32.28 tons of carbon monoxide (CO), 14.01 tons of particulate matter less than 10 microns in diameter (PM<sub>10</sub>), 0.5 ton of sulfur dioxide (SO<sub>2</sub>), 10.61 tons of volatile organic compounds (VOC), and 5.13 tons of total hazardous air pollutants (HAPs). Best available technology (BAT) for the proposed natural gas-fired engines is lean burn combustion technology, installation and proper operation of catalytic oxidation and SCR, good combustion practices, and proper maintenance and operation.

The authorization is subject to State regulations including 25 Pa. Code §§ 123.1, 123.2, 123.21, 123.31, and 123.41. Federal New Source Performance Standards including 40 CFR Part 60 Subpart JJJJ for spark ignition internal combustion engines and National Emission Standards for Hazardous Air Pollutants including 40 CFR Part 63 Subpart ZZZZ for Stationary Reciprocating Internal Combustion Engines also apply. Plan Approval has been conditioned to ensure compliance with all applicable rules. This includes testing, work practice, monitoring, recordkeeping, and reporting conditions. Once compliance with the Plan Approval is demonstrated, the applicant will subsequently apply for a State Only Operating Permit in accordance with 25 Pa. Code Subchapter F.

The plan approval application, the Department's review memorandum, the proposed plan approval, and other relevant information are available for review by any interested party at the Department's Southwest Regional Office, 400 Waterfront Drive, Pittsburgh, PA 15222. To request a review, please contact Phil Bouse at 412.442.4000.

A person may oppose the proposed plan approval by filing a written protest with the Department through Alexander Sandy, Pennsylvania Department of Environmental Protection, 400 Waterfront Drive, Pittsburgh, PA, 15222; [asandy@pa.gov](mailto:asandy@pa.gov); or fax 412.442.4194. Each protest or set of written comments must contain the name, address and telephone number of the person submitting the comments, identification of the proposed Plan Approval (PA-30-00218C), and concise statement of the objections to the plan approval issuance and the relevant facts upon which the objections are based. All comments must be received prior to the close of business 30 days after the date of this publication.

The Department may, in its discretion, hold a fact finding conference or hearing at which the petitioner, and any person who has properly filed a protest as described above, may appear and give testimony; provided, however, that in no event will the Department be required to hold such a conference or hearing.

**11-00553A: Starprint Publications, Inc.** (722 Dulancey Drive, Portage, PA 15946) Notice is hereby given in accordance with 25 Pa. Code §§ 127.44—127.46 that the Department of Environmental Protection ("Department") intends to modify Air Quality Plan Approval: PA-11-00553A to allow the installation and temporary operation of a catalytic oxidizer for the control of three currently installed printing presses by Starprint Publications, Inc. ("Starprint") at its commercial printing facility (Facility) located in Portage Borough, **Cambria County**. The previously authorized regenerative thermal oxidizer

was not installed and will be removed from this plan approval. This plan approval is also for the temporary operation of the three above-referenced currently installed printing presses at this Facility.

Potential to emit from the Facility is estimated to be 14.66 tons of volatile organic compounds (VOC), 0.42 ton of ethylene glycol, 0.52 ton of total hazardous air pollutants (HAP), 5.49 tons of nitrogen oxides (NO<sub>x</sub>), 4.62 tons of carbon monoxide (CO), 0.42 ton of total particulate matter (PM), 0.03 ton of sulfur dioxide (SO<sub>2</sub>), and 6,598 tons of carbon dioxide equivalents (CO<sub>2</sub>e) per year. Best available technology (BAT) for the operation of heatset web offset lithographic printing presses is satisfied by emissions capture and control by a catalytic oxidizer, use of low VOC content fountain solution and low vapor pressure cleaning solvent, and good work practices. Work practices include operating press dryers at a negative pressure relative to the press room, minimizing the use of manual cleaning solvent, and keeping cleaning solvent and used shop towels in closed containers when not in use. The authorization is subject to State regulations including 25 Pa. Code §§ 123.1, 123.2, 123.31, and 129.67b. Plan Approval has been conditioned to ensure compliance with all applicable rules. This includes emission limitations, monitoring, recordkeeping, reporting, and work practice conditions. Once compliance with the Plan Approval is demonstrated, the applicant will subsequently apply for a State Only Operating Permit in accordance with 25 Pa. Code Subchapter F.

A person may oppose the proposed plan approval by filing a written protest with the Department through Alan Binder via mail to Pennsylvania Department of Environmental Protection, 400 Waterfront Drive, Pittsburgh, PA 15222; email to abinder@pa.gov; or fax to 412.442.4194. Additional written comments may also be submitted. Each protest or set of written comments must contain the name, address and telephone number of the person submitting the comments, identification of the proposed Plan Approval (PA-11-00553A) and a concise statement of the objections to the plan approval issuance and the relevant facts upon which the objections are based.

Starprint's Plan Approval application, the Department's Air Quality Review Memorandum, and the Proposed Air Quality Plan Approval for this project are available for review by any interested party at the Pennsylvania Department of Environmental Protection, Southwest Regional Office, 400 Waterfront Drive, Pittsburgh, PA 15222. To request a review of the Starprint Plan Approval Application, to receive an electronic copy of the Department's Air Quality Review Memorandum, or to receive an electronic copy of the Department's proposed Air Quality Plan Approval for this project, a person may contact Phil Bouse at pbouse@pa.gov or 412.442.4000.

For additional information you may contact Alan Binder at 412.442.4168.

All comments must be received prior to the close of business 30 days after the date of this publication.

*Northwest Region: Air Quality Program, 230 Chestnut Street, Meadville, PA 16335-3481.*

*Contact: Dave Balog, New Source Review Chief—Telephone: 814-332-6328.*

**62-176B: New England Wood Pellet LLC** (PO Box 532, Jaffrey, NH 03452) for the installation of a 45 MMBtu/hr wood-fired burner and multi-cyclone collector at their facility in Brokenstraw Township, Warren County.

Notice is hereby given pursuant to 25 Pa. Code §§ 127.44(b) and 127.424(b), that the Pennsylvania Department of Environmental Protection (DEP) intends to issue Plan Approval 62-176B to New England Wood Pellet LLC for the installation of a 45 MMBtu/hr wood-fired burner and multi-cyclone collector at their facility in Brokenstraw Township, Warren County. The Plan Approval will subsequently be incorporated into the facility's Operating Permit through an administrative amendment in accordance with 25 Pa. Code § 127.450.

Plan Approval No. 62-176B is for the installation of a 45 mmBtu/hr wood-fired burner and multi-cyclone collector, as replacements for the existing burner and multi-cyclone collector associated with the existing rotary dryer at the facility (Source ID 101). Based on the information provided by the applicant and DEP's own analysis, total emissions from the subject source will not exceed 58 tons of carbon monoxide, 47.7 tons of particulate matter, 30 tons of nitrogen oxides (NO<sub>x</sub>), 20 tons of volatile organic compounds (VOC), and 10 tons of sulfur oxides (SO<sub>x</sub>) per year.

The Plan Approval will contain testing, monitoring, recordkeeping, and work practice requirements designed to keep the facility operating within all applicable air quality requirements.

Copies of the application, DEP's analysis, and other documents used in the evaluation are available for public inspection between the hours of 8 a.m. and 4 p.m. weekdays at the address shown below. To make an appointment, contact Records Management at 814-332-6340.

Anyone wishing to provide DEP with additional information they believe should be considered may submit the information to the address shown below. Comments must be received by the Department within 30 days of the last day of publication. Written comments should include the name, address, and telephone number of the person submitting comments, identification of the proposed Plan Approval; No. 62-176B and a concise statement regarding the relevancy of the information or any objections to issuance of the Plan Approval.

A public hearing may be held, if the Department of Environmental Protection, in its discretion, decides that such a hearing is warranted on the comments received during the public comment period. All persons submitting comments or requesting a hearing will be notified of the decision to hold a hearing by publication in a local newspaper of general circulation or the *Pennsylvania Bulletin* or by telephone, where the Department determines such notification is sufficient. Written comments or requests for a public hearing should be directed to Christina S. Nagy, Regional Air Quality Manager, Department of Environmental Protection, Northwest Regional Office, 230 Chestnut St., Meadville, PA 16335, 814-332-6940.

## OPERATING PERMITS

### Intent to Issue Title V Operating Permits under the Air Pollution Control Act and 25 Pa. Code Chapter 127, Subchapter G.

*Northwest Region: Air Quality Program, 230 Chestnut Street, Meadville, PA 16335-3481.*

*Contact: Dave Balog, New Source Review Chief—Telephone: 814-332-6940.*

**24-00083: Mersen USA, St. Marys—PA Corporation** (215 Stackpole Street, Saint Marys, PA 15857-1401) for

renewal of the Title V Operating Permit. The facility is located in the City of Saint Marys, **Elk County**. The facility manufactures Carbon and Graphite Products. The facility's emitting sources include: Billet Unloading Station; Pulverizers; Mills; Crushers Furnaces; Blenders; Sizing Operations; Mixers; Ovens; Graphitizers; Dryers; Machining Operations; Press Jolters; Miscellaneous Sources controlled by baghouses which exhaust outside; Parts Cleaners; Vacuum Hoses; and, Weigh Stations. The facility is a major facility due to potential PM<sub>10</sub> (Particulate matter particle size is less than or equal to ten micron) emissions, Carbon Monoxide (CO) emissions, and Sulfur Dioxide (SO<sub>x</sub>) emissions more than 100 tons per year. Therefore, the facility is subject to the Title V Operating Permit requirements adopted in 25 Pa. Code Chapter 127, Subchapter G. The facility is also subject to the Compliance Assurance Monitoring Rule (CAM) found in 40 C.F.R. Part 64. Appropriate permit conditions to address the applicable CAM requirements were included in the previous permit. The facility provided the following potential emissions in the permit application: Particulate Matter (PM<sub>2.5</sub>)—10.98 Tons per year (TPY); PM less than ten microns (PM<sub>10</sub>)—18.40 TPY; Oxides of Sulfur (SO<sub>x</sub>)—83.11 TPY; Carbon Monoxide (CO)—205.91 TPY; Oxides of Nitrogen (NO<sub>x</sub>)—11.65 TPY; Volatile Organic Compound (VOC)—7.59 TPY; and Hazardous Air Pollutants (HAP) Less than one ton per year.

**Intent to Issue Operating Permits under the Air Pollution Control Act and 25 Pa. Code Chapter 127, Subchapter F.**

*Southeast Region: Air Quality Program, 2 East Main Street, Norristown, PA 19401.*

*Contact: Janine Tulloch-Reid, Facilities Permitting Chief—Telephone: 484-250-5920.*

**46-00108: Highway Materials, Inc.** (1750 Walton Road, Blue Bell, PA 19422) for renewal of the State Only Operating Permit for a stone crushing plant located in Marlborough Township, **Montgomery County**. The stone crushing plant comprises five crushers and six screens controlled by wet suppression and/ or baghouses. The sources are subject to the emissions limitations of 25 Pa. Code § 123.1 prohibiting fugitive emissions, particulate matter limitations of 25 Pa. Code § 123.13 and particulate matter and opacity limitations of 40 CFR Section 60.672. Particulate matter limitations for the three baghouses in grains/dscf are: 0.020 (Baghouse C01), 0.014 (Baghouse C02), and 0.04 (Baghouse C03). The newest crusher, Source ID 102A, is subject to the wet suppression system inspections and visible emissions monitoring of 40 CFR Section 60.674. The facility shall remain a synthetic minor facility with the following particulate matter emissions limits in tons/year: 35.69 (PM), 15.32 (PM<sub>10</sub>), 6.43 (PM<sub>2.5</sub>). The renewal contains all applicable requirements including monitoring, record-keeping and reporting.

*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**06-03005: Akzo Nobel Coatings, Inc.** (150 Columbia Street, Reading, PA 19601) to issue a State Only Operating Permit for the powdered coating manufacturing facility located in the City of Reading, **Berks County**. The potential emissions from the facility are estimated at 74

tpy of particulate matter. The Operating Permit will include emission limits and work practice standards along with monitoring, recordkeeping and reporting requirements to ensure the facility complies with the applicable air quality regulations.

**06-03072: Animal Rescue League of Berks County, Inc.** (58 Kennel Road, Birdsboro, PA 19508) to issue a State Only Operating Permit for the Mohnton Shelter located in Cumru Township, **Berks County**. The potential emissions from the facility are estimated at 0.57 ton per year of NO<sub>x</sub> and 0.14 ton per year of CO. The Operating Permit will include emission limits and work practice standards along with monitoring, recordkeeping and reporting requirements to ensure the facility complies with the applicable air quality regulations. Among other items, the conditions include provisions derived from 40 CFR 60 Subpart III.

**PLAN APPROVALS**

**Receipt of Plan Approval Applications and Intent to Issue Plan Approvals, and Intent to Issue Amended Operating Permits under the Air Pollution Control Act and 25 Pa. Code Chapter 127, Subchapter B And Subchapter F. These actions may include the administrative amendments of an associated operating permit.**

*Northeast Region: Air Quality Program, 2 Public Square, Wilkes-Barre, PA 18711-0790.*

*Contact: Raymond Kempa, New Source Review Chief—Telephone: 570-826-2507.*

**48-00106A: TierPoint, LLC** (3864 Courtney Street, Bethlehem, PA 18017) for their facility located in Hanover Twp, **Northampton County**.

In accordance with 25 Pa. Code §§ 127.44(a) and 127.45(a), that the Department of Environmental Protection (DEP) has received and intends to issue a Plan Approval to TierPoint, LLC (3864 Courtney Street, Bethlehem, PA 18017) for their facility located in Hanover Township, Northampton County. This Plan Approval No. 48-00106A will be incorporated into a Synthetic Minor Permit through an administrative amendment at a later date.

Plan Approval No. 48-00106A is for three (3) emergency generators. The company shall be subject to and comply with 25 Pa. Code § 123.31 for malodorous emissions and 25 Pa. Code §§ 127.1 and 127.12 for particulate matter. These limits will meet BAT requirements for this source. The Plan Approval and Operating Permit will contain additional recordkeeping and operating restrictions designed to keep the facility operating within all applicable air quality requirements.

Copies of the application, DEP's analysis and other documents used in the evaluation of the application are available for public review during normal business hours at Air Quality Program, 2 Public Square, Wilkes-Barre, PA 18701-1915.

Any person(s) wishing to provide DEP with additional information, which they believe should be considered prior to the issuance of this permit, may submit the information to the address shown in the preceding paragraph. Each written comment must contain the name, address and telephone number of the person submitting the comments, identification of the proposed permit No.: 48-00106A and a concise statement regarding the relevancy of the information or objections to the issuance of the permit.

A public hearing may be held, if the Department of Environmental Protection, in its discretion, decides that such a hearing is warranted based on the comments received. All persons submitting comments or requesting a hearing will be notified of the decision to hold a hearing by publication in the newspaper or the *Pennsylvania Bulletin* or by telephone, where DEP determines such notification is sufficient. Written comments or requests for a public hearing should be directed to Ray Kempa, Chief, New Source Review Section, Air Quality Program, 2 Public Square, Wilkes-Barre, PA 18701-1915, Phone 570-826-2511 within 30 days after publication date.

## COAL AND NONCOAL MINING ACTIVITY APPLICATIONS

Applications under the Surface Mining Conservation and Reclamation Act (52 P.S. §§ 1396.1—1396.19a); the Noncoal Surface Mining Conservation and Reclamation Act (52 P.S. §§ 3301—3326); The Clean Streams Law (35 P.S. §§ 691.1—691.1001); the Coal Refuse Disposal Control Act (52 P.S. §§ 30.51—30.66); and The Bituminous Mine Subsidence and Land Conservation Act (52 P.S. §§ 1406.1—1406.20a). Mining activity permits issued in response to such applications will also address the applicable permitting requirements of the following statutes: the Air Pollution Control Act (35 P.S. §§ 4001—4015); the Dam Safety and Encroachments Act (32 P.S. §§ 693.1—693.27); and the Solid Waste Management Act (35 P.S. §§ 6018.101—6018.1003).

The following permit applications to conduct mining activities have been received by the Department. A copy of the application is available for inspection at the district mining office indicated before each application. Notices of requests for 401 Water Quality Certifications are included in individual application notices, as noted.

Written comments or objections, or requests for an informal conference, or a public hearing, as applicable, on a mining permit application and request for Section 401 water quality certification application may be submitted by any person or any officer or head of any Federal, state or local government agency or authority to the Department at the address of the district mining office indicated before each application within 30 days of this publication, or within 30 days after the last publication of the applicant's newspaper advertisement as provided by 25 Pa. Code §§ 77.121—77.123 and 86.31—86.34.

Written comments or objections regarding a mining permit application should contain the name, address and telephone number of persons submitting comments or objections, application number and a statement of sufficient detail to inform the Department on the basis of comment or objection and relevant facts upon which it is based.

A request for an informal conference or a public hearing, as applicable, on a mining permit application, as provided by 25 Pa. Code § 77.123 or § 86.34, must contain the name, address and telephone number of the requestor; the application number; a brief summary of the issues to be raised by the requestor at the conference; and a statement whether the requestor desires to have the conference conducted in the locality of the proposed mining activities.

When an NPDES number is listed, the mining activity permit application was accompanied by an application for an individual NPDES permit. A separate notice will be provided after the draft NPDES permit is prepared.

### *Coal Applications Received*

*California District Office: 25 Technology Drive, Coal Center, PA 15423, 724-769-1100*

**30031301 and NPDES No. PA0235610. Dana Mining Company of PA, LLC**, (103 Corporate Drive, Suite 102, Morgantown, WV 26501). To revise the NPDES permit for the 4-West Mine in Dunkard, Monongahela, Perry and Whiteley Townships, **Greene County** to add Outfall 007. Receiving Stream: Monongahela River, classified for the following use: WWF, N. The application was considered administratively complete on August 2, 2016. Application received June 8, 2016.

**32051601 and NPDES No. PA0236012. Rosebud Mining Company**, (301 Market Street, Kittanning, PA 16201). To renew the permit for the Crooked Creek Preparation Plant in Washington Township, **Indiana County** and related NPDES permit. No additional discharges. The application was considered administratively complete on August 2, 2016. Application received February 2, 2016.

**11841601 and NPDES No. PA0069143. E. P. Bender Coal Co., Inc.**, (PO Box 594, Carrolltown, PA 15722). To renew the permit for the Fallentimber Preparation Plant in Reade Township, **Cambria County** and related NPDES permit. Includes renewal of Air Quality GPA/GP12 Authorization. No additional discharges. The application was considered administratively complete on August 5, 2016. Application received February 1, 2016.

*Cambria District Mining Office: 286 Industrial Park Road, Ebensburg, PA 15931, 814-472-1900.*

**Permit No. 5605012 and NPDES No. PA0249751. Sherpa Mining Contractors, Inc.**, 337 Benny Road, Hooversville, PA 15936, permit renewal for reclamation only of a bituminous surface and auger mine in Shade Township, **Somerset County**, affecting 63.3 acres. Receiving streams: unnamed tributary to Oven Run and unnamed tributary to Stonycreek River classified for the following use: cold water fishes. The first downstream potable water supply intake from the point of discharge is Hooversville Borough Municipal Authority. Application received: June 17, 2016.

**Permit No. 56010101 and NPDES No. PA0248924. Rosebud Mining Co.**, 1117 Shaw Mines Road, Meyersdale, PA 15552, permit renewal for reclamation only of a bituminous surface mine in Elk Lick Township, **Somerset County**, affecting 81.0 acres. Receiving streams: unnamed tributary to Casselman River and unnamed tributaries to Elk Lick Creek classified for the following use: cold water fishes. There are no potable water supply intakes within 10 miles downstream. Application received: July 5, 2016.

**Permit No. 32110104 and NPDES No. PA0263303. Simkol Corp.**, 1005A Bush Road, Saltsburg, PA 15681, permit renewal for the continued operation and restoration of a bituminous surface mine in Young Township, **Indiana County**, affecting 40.5 acres. Receiving streams: Nesbit Run and unnamed tributary to Whiskey Run classified for the following use: cold water fishes. There are no potable water supply intakes within 10 miles downstream. Application received: August 3, 2016.

*Knox District Mining Office: P.O. Box 669, 310 Best Avenue, Knox, PA 16232-0669, 814-797-1191.*

**33140106. P. and N. Coal Company, Inc.** (P.O. Box 332, Punxsutawney, PA 15767) Revision to an existing bituminous surface mine to add auger mining in Washington Township, **Jefferson County**, affecting 892.4

acres. Receiving streams: Rattlesnake Run and unnamed tributaries to Rattlesnake Run, unnamed tributaries to Wolf Run, and Harveys Run, all classified for the following uses: CWF. There are no potable surface water supply intakes within 10 miles downstream. Application received: August 1, 2016.

#### *Noncoal Applications Received*

*Effluent Limits*—The following effluent limits will apply to NPDES permits issued in conjunction with a noncoal mining permit:

<i>Parameter</i>	<i>Table 2</i>		
	<i>30-day Average</i>	<i>Daily Maximum</i>	<i>Instantaneous Maximum</i>
Suspended solids	10 to 35 mg/l	20 to 70 mg/l	25 to 90 mg/l
Alkalinity exceeding acidity* pH*		greater than 6.0; less than 9.0	

\* The parameter is applicable at all times.

A settleable solids instantaneous maximum limit of 0.5 ml/l applied to surface runoff resulting from a precipitation event of less than or equal to a 10-year 24-hour event. If coal will be extracted incidental to the extraction of noncoal minerals, at a minimum, the technology-based effluent limitations identified under coal applications will apply to discharges of wastewater to streams.

*Cambria District Mining Office: 286 Industrial Park Road, Ebensburg, PA 15931, 814-472-1900.*

**Permit No. 56090301 and NPDES No. PA02622846. New Enterprise Stone & Lime Co., Inc.**, P.O. Box 77, New Enterprise, PA 16664, renewal of an NPDES permit in Jefferson Township, **Somerset County**. Receiving stream: unnamed tributary to Kooser Run and unnamed tributaries to Shafer Run (tributaries to Laurel Creek), classified for the following use: high quality cold water fishes. The first downstream potable water supply intake from the point of discharge is Borough of Somerset Municipal Authority surface intake on Laurel Hill Creek 3 miles downstream of the site. Application received: February 17, 2016.

*Pottsville District Mining Office: 5 West Laurel Boulevard, Pottsville, PA 17901, 570-621-3118.*

**Permit No. 35030801. David B. Ayers**, (2798 State Route 11, Hop Bottom, PA 18824), Stage I & II bond release of a quarry operation in Benton Township, **Lackawanna County** affecting 1.0 acre on property owned by Wayne Springer. Application received: July 29, 2016.

**Permit No. 7976SM2C11. Eureka Stone Quarry, Inc.**, (PO Box 249, Chalfont, PA 18914), correction to an existing quarry operation to add 41.5 acres for a total of 172.0 permitted acres and update the reclamation plan in Warrington Township, **Bucks County**, receiving stream: unnamed tributary to Neshaminy Creek, classified for the following uses: trout stock fishes and migratory fishes. Application received: August 1, 2016.

**Permit No. 7976SM2C12 and NPDES Permit No. PA0221351. Eureka Stone Quarry, Inc.**, (PO Box 249, Chalfont, PA 18914), renewal of NPDES Permit for discharge of treated mine drainage from a quarry operation in Warrington Township, **Bucks County** affecting 172.0 acres, receiving stream: unnamed tributary to Neshaminy Creek, classified for the following uses: trout stock fishes and migratory fishes. Application received: August 1, 2016.

**Permit No. 6276SM1A1C8 and NPDES Permit No. PA0594571. New Enterprise Stone & Lime Co., Inc. d/b/a Martin Limestone, Inc.**, (PO Box 550, Blue Ball, PA 17506), renewal of NPDES Permit for discharge of treated mine drainage from a quarry operation in Salisbury Township, **Lancaster County** affecting 93.0 acres, receiving stream: unnamed tributary to Pequea Creek, classified for the following use: HQ—trout stocking fishes. Application received: August 2, 2016.

### MINING ACTIVITY NPDES DRAFT PERMITS

This notice provides information about applications for a new, amended or renewed NPDES permits associated with mining activity (coal or noncoal) permits. The applications concern industrial waste (mining) discharges to surface water and discharges of stormwater associated with mining activities. This notice is provided in accordance with 25 Pa. Code Chapters 91 and 92a and 40 CFR Part 122, implementing provisions of The Clean Streams Law (35 P.S. §§ 691.1—691.1001) and the Federal Clean Water Act (33 U.S.C.A. §§ 1251—1376).

The Department of Environmental Protection (Department) has prepared a draft NPDES permit and made a tentative determination to issue the NPDES permit in conjunction with the associated mining activity permit.

#### *Effluent Limits for Coal Mining Activities*

For coal mining activities, NPDES permits, when issued, will contain effluent limits that are the more stringent of technology-based (BAT) effluent limitations or Water Quality Based Effluent Limits (WQBEL).

The BAT limits for coal mining activities, as provided in 40 CFR Part 434 and 25 Pa. Code Chapters 87—90 are as follows:

<i>Parameter</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instantaneous Maximum</i>
Iron (Total)	3.0 mg/l	6.0 mg/l	7.0 mg/l
Manganese (Total)	2.0 mg/l	4.0 mg/l	5.0 mg/l

<i>Parameter</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instantaneous Maximum</i>
Suspended solids	35 mg/l	70 mg/l	90 mg/l
pH*		greater than 6.0; less than 9.0	
Alkalinity greater than acidity*			

\* The parameter is applicable at all times.

A settleable solids instantaneous maximum limit of 0.5 ml/l applies to: surface runoff (resulting from a precipitation event of less than or equal to a 10-year 24-hour event) from active mining areas; active areas disturbed by coal refuse disposal activities; mined areas backfilled and revegetated; and all other discharges and drainage (resulting from a precipitation event of greater than 1-year 24-hour to less than or equal to a 10-year 24-hour event) from coal refuse disposal piles. Similarly, modified BAT limits apply to iron, manganese and suspended solids in surface runoff, discharges and drainage resulting from these precipitation events and those of greater magnitude in accordance with 25 Pa. Code §§ 87.102, 88.92, 88.187, 88.292, 89.52 and 90.102.

Exceptions to BAT effluent limits may be applicable in accordance with 25 Pa. Code §§ 87.102, 88.92, 88.187, 88.292, 89.52 and 90.102.

#### *Effluent Limits for Noncoal Mining Activities*

The limits for noncoal mining activities as provided in 25 Pa. Code Chapter 77 are pH 6 to 9 and other parameters the Department may require.

Discharges from noncoal mines located in some geologic settings (for example, in the coal fields) may require additional water quality based effluent limits. If additional effluent limits are needed for an NPDES permit associated with a noncoal mining permit, then the permit description specifies the parameters.

In addition to BAT or WQBEL limits, coal and noncoal NPDES permits establish effluent limitations in the form of implemented Best Management Practices (BMPs) identified in the associated Erosion and Sedimentation Plan, the Reclamation Plan and the NPDES permit application. These BMPs restrict the rates and quantities of associated pollutants from being discharged into surface waters in this Commonwealth.

More restrictive effluent limitations, restrictions on discharge volume or restrictions on the extent of mining that may occur are incorporated into an NPDES permit when necessary for compliance with water quality standards and antidegradation requirements (in accordance with 25 Pa. Code Chapters 91–96).

The procedures for determining the final effluent limits, using a mass-balance equation or model, are found in Technical Guidance Document 563-2112-115, Developing National Pollutant Discharge Elimination System (NPDES) Permits for Mining Activities. Other specific factors to be considered include public comments and Total Maximum Daily Load(s). Additional discharge limitations may apply in the event that unexpected discharges occur.

Discharge rates for surface mining activities are precipitation driven. Discharge rates for proposed discharges associated with underground mining are noted in the permit description.

Persons wishing to comment on an NPDES draft permit should submit a written statement to the Department at the address of the district mining office indicated before each draft permit within 30 days of this public notice. Comments received within the comment period will be considered in the final determinations regarding the NPDES permit applications. Comments must include the name, address and telephone number of the writer and a concise statement to inform the Department of the exact basis of a comment and the relevant facts upon which it is based.

The Department will also accept requests or petitions for a public hearing on NPDES permit applications, as provided in 25 Pa. Code § 92a.82(d). The request or petition for a public hearing shall be filed within 30 days of this public notice and contain the name, address, telephone number and the interest of the party filing the request, and state the reasons why a hearing is warranted. A public hearing may be held if the Department considers the public interest significant. If a hearing is scheduled, a notice of the hearing on the NPDES permit application will be published in the *Pennsylvania Bulletin* and a newspaper of general circulation within the relevant geographical area. When a public hearing is held, the Department will consider comments from the public hearing in the final determination on the NPDES permit application.

#### *Coal NPDES Draft Permits*

*California District Office: 25 Technology Drive, Coal Center, PA 15423, 724-769-1100.*

**NPDES No. PA0235610 (Mining Permit No. 30031301), Dana Mining Company of PA, LLC**, (103 Corporate Drive, Suite 102, Morgantown, WV 26501). A renewal to the NPDES and mining activity permit for the 4-West Mine in Dunkard, Whiteley, Perry and Monongahela Townships, **Greene County**. Surface Acres Affected 78.0. Receiving stream: Dunkard Creek, classified for the following use: WWF. Dunkard Creek TMDL. Receiving stream: UNT to Meadow Run, classified for the following use: WWF. Dunkard Creek TMDL. Receiving stream: UNT to Glade Run, classified for the following use: WWF. Dunkard Creek TMDL. Receiving stream: Watkins Run, classified for the following use: WWF. Dunkard Creek TMDL. The application was considered administratively complete on July 29, 2016. Application received October 24, 2014.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for coal mining activities.

The facility location of the non-discharge alternatives are listed below:

*Outfall 002* discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 002* (Lat: 39° 45' 21" Long: -80° 3' 56") are:

<i>Parameter</i>		<i>Minimum</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Flow	(mgd)	-	Report	2.0	-
pH	(S.U.)	6.0	-	9.0	-
				Max	
Iron	(mg/l)	-	1.5	3.0	3.75
Manganese	(mg/l)	-	1.0	2.0	2.5
Aluminum	(mg/l)	-	0.75	0.75	-
Total Suspended Solids	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	50.0	100.0	-
Bromide	(mg/l)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

The permittee is authorized to discharge during the period from Permit Effective Date through 36 Months After Permit Effective Date.

*Outfall 001* discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 001* (Lat: 39° 45' 21" Long: -80° 0' 35") are:

<i>Parameter</i>		<i>Minimum</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Flow	(mgd)	-	Report	Report	-
pH	(S.U.)	6.0	-	9.0	-
				Max	
Iron	(mg/l)	-	3.0	6.0	7.5
Manganese	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	Report	Report	-
Total Suspended Solids	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

The permittee is authorized to discharge during the period from 37 Months After Permit Effective Date through Permit Expiration Date.

*Outfall 001* discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 001* (Lat: 39° 45' 21" Long: -80° 0' 35") are:

<i>Parameter</i>		<i>Minimum</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Flow	(mgd)	-	Report	Report	-
pH	(S.U.)	6.0	-	9.0	-
				Max	
Iron	(mg/l)	-	3.0	6.0	7.5
Manganese	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	0.75	0.75	-
Total Suspended Solids	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-



*Outfall 003* discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 003* (Lat: 39° 45' 39" Long: -80° 1' 30") are:

<i>Parameter</i>		<i>Minimum</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Flow	(mgd)	-	Report	Report	-
pH	(S.U.)	6.0	-	9.0 Max	-
Iron	(mg/l)	-	3.0	6.0	7.5
Manganese	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	0.84	1.67	-
Total Suspended Solids	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

The permittee is authorized to discharge during the period from Permit Effective Date through 36 Months After Permit Effective Date.

*Outfall 004* discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 004* (Lat: 39° 45' 15" Long: -80° 2' 48") are:

<i>Parameter</i>		<i>Minimum</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Flow	(mgd)	-	Report	Report	-
pH	(S.U.)	6.0	-	9.0 Max	-
Iron	(mg/l)	-	3.0	6.0	7.5
Manganese <sup>(d)</sup>	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	Report	Report	-
Total Suspended Solids <sup>(d)</sup>	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

The permittee is authorized to discharge during the period from 36 Months After Permit Effective Date through Permit Expiration Date.

*Outfall 004* discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 004* (Lat: 39° 45' 15" Long: -80° 2' 48") are:

<i>Parameter</i>		<i>Minimum</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Flow	(mgd)	-	Report	Report	-
pH	(S.U.)	6.0	-	9.0 Max	-
Iron	(mg/l)	-	1.5	3.0	3.75
Manganese <sup>(d)</sup>	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	0.75	0.75	-
Total Suspended Solids <sup>(d)</sup>	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

Outfall 005 discharges to: Dunkard Creek

The proposed effluent limits for *Outfall 005* (Lat: 39° 45' 15" Long: -80° 2' 48") are:

Parameter		Minimum	30-Day Average	Daily Maximum	Instant. Maximum
Flow	(mgd)	-	Report	Report	-
pH	(S.U.)	6.0	-	9.0 Max	-
Iron	(mg/l)	-	3.0	6.0	7.0
Manganese <sup>(d)</sup>	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	Report	Report	-
Total Suspended Solids <sup>(d)</sup>	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	131	262	328
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

The EPA Waiver is not in effect.

**NPDES No. PA0235610 (Mining Permit No. 30031301), Dana Mining Company of PA, LLC**, (103 Corporate Drive, Suite 102, Morgantown, WV 26501). A revision to the NPDES and mining activity permit for the 4-West Mine in Dunkard, Monongahela, Perry, and Whiteley Townships, **Greene County** to add Outfall 007. Receiving stream: Monongahela River, classified for the following uses: WWF, N. Monongahela River TMDL. The application was considered administratively complete on August 2, 2016. Application received June 8, 2016.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for coal mining activities.

The facility location of the non-discharge alternatives are listed below:

Outfall 007 discharges to: Monongahela River

The proposed effluent limits for *Outfall 007* (Lat: 39° 46' 16" Long: -79° 56' 02") are:

Parameter		Minimum	30-Day Average	Daily Maximum	Instant. Maximum
Flow	(mgd)	-	Report	2.0	-
pH	(S.U.)	6.0	-	9.0 Max	-
Iron	(mg/l)	-	3.0	6.0	7.0
Manganese	(mg/l)	-	2.0	4.0	5.0
Aluminum	(mg/l)	-	0.75	0.75	-
Total Suspended Solids	(mg/l)	-	35.0	70.0	90.0
Sulfate	(mg/l)	-	Report	Report	-
Osmotic Pressure	(mos/kg)	-	Report	Report	-
Bromide	(mg/l)	-	Report	Report	-
Chloride	(mg/l)	-	Report	Report	-
Total Dissolved Solids	(mg/l)	-	Report	Report	-
Alkalinity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Acidity, total (as CaCO <sub>3</sub> )	(mg/l)	-	Report	Report	-
Alkalinity Net, total (as CaCO <sub>3</sub> )	(mg/l)	0.0	-	-	-

The EPA Waiver is not in effect.

*Moshannon District Mining Office: 186 Enterprise Drive, Philipsburg, PA 16866, 814-342-8200.*

**NPDES No. PA0237922. (Mining permit no. 17980104), Swisher Contracting, Inc.**, P.O. Box 1223, Clearfield, PA 16830, revision of an NPDES permit for mine drainage treatment facilities for discharges at monitoring points 02, 30, 31, and 75 (MP02, MP30, MP31, and MP75) in Lawrence Township, **Clearfield County**, affecting 69.0 acres. Receiving stream(s): Moose Creek to West Branch Susquehanna River, classified for the following use(s): CWF, MF. Moose Creek TMDL and West Branch Susquehanna River TMDL. Application received: May 23, 2016.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for coal mining activities.

The outfall(s) listed below discharge to Moose Creek:

Outfall No.	New Outfall (Y/N)
010	Y
011	Y

Outfall 010 (MP02, MP30, MP31T) is a passive treatment system consisting of two (2) anoxic limestone beds and a limestone bed. Outfall 011 (MP75T) is a chemical treatment system consisting of a caustic soda drip and gravity fed settling ponds.

**NPDES No. PA0269689 (Mining permit no. 17140102), River Hill Coal Co., Inc.**, P.O. Box 141, Kylertown, PA 16847 renew of an NPDES permit for bituminous surface coal mining in Burnside Township, **Clearfield County** affecting 127.4 acres. Receiving stream(s): Unnamed Tributaries to Deer Run and Deer Run to the West Branch of the Susquehanna River, classified for the following use(s): CWF. Application received: December 17, 2015.

This proposed mine site also contains or is hydrologically connected to substandard discharges for which there is no responsible party. Pursuant to 25 Pa. Code § 87.201, effluent limits for those discharges will be based upon existing baseline pollution load or the standards found at 25 Pa. Code § 87.102(a) Group A, whichever is least stringent.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for coal mining activities.

The outfall(s) listed below discharge to Unnamed Tributaries to Deer Run and Deer Run:

<i>Outfall No.</i>	<i>New Outfall (Y/N)</i>
TF-01	Y
TF-02	Y
TF-03	Y
TF-04	Y
TF-05	Y
SP-A	Y
SP-B	Y
SP-B1	Y
SP-C	Y
SP-C1	Y
SP-D	Y
SP-E	Y
SP-F	Y

*Noncoal NPDES Draft Permits*

*Cambria District Mining Office: 286 Industrial Park Road, Ebensburg, PA 15931, 814-472-1900.*

**NPDES No. PA0213268 (Mining permit No. 31950301), Glass Bagging Enterprises, Inc.**, P.O. Box 120, Duncansville, PA 16635, renewal of an NPDES permit for a noncoal surface mine site in Hopewell Township, **Huntingdon County**, affecting 55.0 acres. Receiving stream: unnamed tributary to Shy Beaver Creek, classified for the following use: warm water fishes. Application received: February 10, 2016.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for noncoal mining activities.

The outfall listed below discharges to an unnamed tributary to Shy Beaver Creek.

<i>Outfall Nos.</i>	<i>New Outfall (Y/N)</i>
001—Sediment Pond	N

**NPDES No. PA0238001 (Mining permit No. 31100301), Glass Bagging Enterprises, Inc.**, P.O. Box 120, Duncansville, PA 16635, renewal of an NPDES permit for a noncoal surface mine site in Hopewell and Liberty Townships, **Huntingdon** and **Bedford Counties**, affecting 16.0 acres. Receiving stream: unnamed tributary to Shy Beaver Creek, classified for the following use: warm water fishes. Application received: February 10, 2016.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for coal mining activities.

The outfall listed below discharges to an unnamed tributary to Shy Beaver Creek.

<i>Outfall Nos.</i>	<i>New Outfall (Y/N)</i>
*001—Sediment Pond	N

\* Outfall Point 001 located on adjacent permit no. 31950301.

**NPDES No. PA0234214 (Mining permit No. 05960302), New Enterprise Stone & Lime Company, Inc.**, P.O. Box 77, New Enterprise, PA 16664, renewal of an NPDES permit for a noncoal surface mining operation in Snake Spring Valley Township, **Bedford County**, affecting 139.7 acres. Receiving stream: Cove Creek, classified for the following use: Exceptional value, migratory fishes. Application received: May 18, 2016.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for noncoal mining activities.

The outfall listed below discharges to an unnamed tributary to Cove Creek.

<i>Outfall Nos.</i>	<i>New Outfall (Y/N)</i>
001—Sediment Pond	N

The proposed effluent limits for the above listed outfall(s) are as follows:

<i>Outfall: 001 (Dry Weather) Parameter</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Total Suspended Solids (mg/l)	N/A	N/A	75.0
Temperature (°F)	72	72	72

pH (S.U.): Must be between 6.0 and 9.0 standard units at all times  
Alkalinity must exceed acidity at all times

<i>Outfall: 001 (≤10-yr/24-hr Precipitation Event) Parameter</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Total Suspended Solids (mg/l)	N/A	N/A	0.5

pH (S.U.): Must be between 6.0 and 9.0 standard units at all times  
Alkalinity must exceed acidity at all times

**NPDES No. PA0595128 (Mining permit no. 6875SM5), New Enterprise Stone & Lime Company, Inc. dba Eastern Industries, Inc.,** 3724 Crescent Ct West, Suite 200, Whitehall, PA 18052 renewal of an NPDES permit for sandstone quarry in Oliver Township, **Mifflin County**, affecting 57.8 acres. Receiving stream(s): unnamed tributary to Strodes Run, classified for the following use(s): high quality cold water fishes. Application received: July 18, 2016.

Unless otherwise noted for a specific outfall, the proposed effluent limits for all outfalls in this permit are the BAT limits described above for noncoal mining activities.

The outfall(s) listed below discharge to unnamed tributary to Strodes Run:

<i>Outfall Nos.</i>	<i>New Outfall (Y/N)</i>
001	N
002	N

The proposed effluent limits for the above listed outfall(s) are as follows:

<i>Outfalls: 001 and 002 Parameter</i>	<i>30-Day Average</i>	<i>Daily Maximum</i>	<i>Instant. Maximum</i>
Iron (mg/l)	3.0	6.0	7.0
Manganese (mg/l)	2.0	4.0	5.0
Total Suspended Solids (mg/l)	10.0	20.0	30.0

pH (S.U.): Must be between 6.0 and 9.0 standard units at all times  
Alkalinity must exceed acidity at all times

## FEDERAL WATER POLLUTION CONTROL ACT, SECTION 401

The following permit applications, requests for Environmental Assessment approval and requests for 401 Water Quality Certification have been received by the Department. Section 401 of the Federal Water Pollution Control Act (FWPCA) (33 U.S.C.A. § 1341) requires the Commonwealth to certify that the involved projects will not violate the sections 301—303, 306 and 307 of the FWPCA (33 U.S.C.A. §§ 1311—1313, 1316 and 1317) as well as relevant State requirements. Persons objecting to approval of a request for certification under section 401 of the FWPCA, the issuance of a Dam Permit or Water Obstruction and Encroachment Permit or the approval of an Environmental Assessment shall submit comments, suggestions or objections within 30 days of the date of this notice as well as any questions to the office noted before an application. Comments should contain the name, address and telephone number of the person commenting, identification of the certification request to which the comments or objections are addressed and a concise statement of comments, objections or suggestions including the relevant facts upon which they are based.

The Department may conduct a fact-finding hearing or an informal conference in response to comments if deemed necessary. Each individual will be notified, in writing, of the time and place of a scheduled hearing or conference concerning the certification request to which the comment, objection or suggestion relates. Maps, drawings and other data pertinent to the certification request are available for inspection between 8 a.m. and 4 p.m. on working days at the office noted before the application.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should contact the specified program. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

### Applications Received under the Dam Safety and Encroachments Act (32 P.S. §§ 693.1—693.27) and section 302 of the Flood Plain Management Act (32 P.S. § 679.302) and Requests for Certification under section 401(a) of the FWPCA.

#### WATER OBSTRUCTIONS AND ENCROACHMENTS

*Southcentral Region: Waterways & Wetlands Program, 909 Elmerton Avenue, Harrisburg, PA 17110, Ed Muzic, Section Chief, 717.705.4802.*

**E05-387: Plenary Walsh Keystone Partners,** Hopewell Township, **Bedford County**, U.S. Army Corps of Engineers Baltimore District.

To remove the existing structure and to (1) construct and maintain a 53.0 foot long, 32.0 foot wide concrete spread box beam bridge having an under clearance of 4.70 feet and place R-6 riprap scour protection in Pipers Run (WWF, MF); (2) relocate 288 feet of unnamed tributary to Pipers Run (WWF, MF); (3) temporarily impact 0.01 acre of PEM wetland for temporary access (Latitude 40°05'52", Longitude -78°18'59") for the purpose of replacing a structurally deficient bridge as part of the Public Private Partnership (P3) Rapid Bridge Replace-

ment Program. The project is located along S.R. 1020 (West Cypher Road) in Hopewell Township, Bedford County.

**E01-315: Plenary Walsh Keystone Partners**, Gettysburg Borough and Straban Township, **Adams County**, U.S. Army Corps of Engineers Baltimore District.

To remove the existing structure and to install and maintain a 111 foot long, 60 foot wide concrete box beam bridge having an under clearance of 9.4 feet over Rock Creek (WWF, MF). The construction will temporarily impact 0.004 acre of Palustrine Emergent Wetland. All impacts are associated with the SR 0030, Lincoln Highway bridge replacement over Rock Creek (Latitude 39°50'4.54", Longitude -77°13'10.87") for the purpose of improving safety standards.

**E38-196: Prayers Hospitality, LLC**, 265 N. Hershey Road, Harrisburg, PA 17112, in North Lebanon Township, **Lebanon County**, U.S. Army Corps of Engineers Baltimore District.

To place and maintain approximately 450 cubic yards of fill in the floodway of an unnamed tributary to Quitapahilla Creek (TSF, MF) for the purpose of constructing a hotel and its associated parking lot. The project is located at the intersection of East Cumberland Street and North 16th Street (Latitude: 40° 21' 10.4"N; Longitude 76° 23' 8.5"W) in North Lebanon Township, Lebanon County.

*Northwest Region: Waterways and Wetlands Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.*

**E25-781, Millcreek Township Sewer Authority**, 3608 West 26th Street, Erie, PA 16506. Route 8 Pump Station and Sewer Line Extension, in Millcreek Township, **Erie County**, ACOE Pittsburgh District (Erie South, PA Quadrangle N: 42°, 05', 36"; W: 80°, 00', 19").

To construct a 50 ft diameter equalization tank, forward and excess-flow pump stations, and approximately 4,800 linear feet of gravity sewer line near the intersec-

tion of SR 008 and SR 090. The sewer pipe will cross 4 streams (UNTs Mill Creek) resulting in 158 LF of impact and 5 wetlands resulting in 0.03 ac of permanent impact and 0.23 acre of temporary impact.

**E42-370 University of Pittsburgh—Bradford Campus**, 300 Campus Drive, Bradford, PA 16701. City of Bradford, **McKean County**, ACOE Pittsburgh District (Bradford, PA Quadrangle N: 41°, 56', 40"; W: -78°, 40', 18").

The project is to construct a new residence hall, demolish an existing one, and expand an existing dining hall on campus. The new residence hall will be constructed in the 100-year floodplain of the West Branch of Tunungwant Creek. The proposed building will be constructed with the first floor elevation 1.5 feet above the 100-year event elevation and will result in approximately 250 cubic yards of floodplain storage being displaced. The reduction in flood plain storage is to be offset by an underground storage facility that is to be constructed.

*Northwest Region: Oil and Gas Program Manager, 230 Chestnut Street, Meadville, PA 16335; 814-332-6860.*

**E24-08-009/E42-08-020, Seneca Resource Corporation**, 51 Zents Boulevard Brookeville, PA 15825. D08-U natural gas production well site and associated access road in Jones/Sergeant Townships, **Elk/McKean Counties**, Army Corps of Engineers Pittsburgh District (Wildwood Fire Tower, PA Quadrangle N: 41.603358; W: -78.466618).

The applicant proposes to construct and maintain a natural gas production well pad, valve site, well connect, associated access road and temporary waterline. Water obstructions and encroachments are located only in McKean County. The water obstructions and encroachments are described below. Total permanent linear feet of impact to streams are 81 feet and total permeant impacts to wetlands are 529 square feet (0.01 acre). Temporary impacts to wetlands total 144 square feet (0.003 acre).

To construct and maintain:

<i>Impact No.</i>	<i>Description of Impact</i>	<i>Latitude / Longitude</i>
1	One (1) permanent single span bridge crossing for the well pad access road and a temporary waterline to impact 50 linear feet of stream and 233 square feet of permeant wetland impact.	41.603358 -78.466618
2	One (1) permanent single span bridge crossing for the well pad access road and a temporary waterline to impact 31 linear feet of stream and 296 square feet of permeant wetland impact.	41.602948 -78.466522
3	One (1) 96 square feet of temporary wetland impact for construction of access road.	41.6026 -78.4663
4	One (1) 48 square feet of temporary wetland impact for construction of access road.	41.3036 -78.4664

### STORAGE TANKS SITE-SPECIFIC INSTALLATION PERMITS

The following Storage Tank Site-Specific Installation Permit application has been received by the Department of Environmental Protection (Department) and is currently under review. Persons wishing to comment on the proposed permit are invited to submit a statement to the Bureau of Environmental Cleanup and Brownfields, Division of Storage Tanks, PO Box 8762, Harrisburg, PA 17105-8762, within 30 days from the date of this publication. Comments may also be submitted via email to tanks@pa.gov. Comments received within this 30-day period will be considered in the formulation of the final determinations regarding this application. Responses should include the name, address and telephone number of the writer and a concise statement to inform the Department of the exact basis of the comment and the relevant facts upon which it based.

The following applications have been received for Storage Tank Site-Specific Installation Permits under the authority of the Storage Tank Spill Prevention Act (35 P.S. §§ 6021.304, 6021.504, 6021.1101—6021.1102) and under 25 Pa. Code Chapter 245, Subchapter C.

<i>SSIP Application No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Tank Type</i>	<i>Tank Capacity</i>
16011	Cerner Health Services 51 Valley Stream Parkway Malvern, PA 19355 Attn: George Hockman	Chester	East Whiteland Township	4 ASTs storing diesel fuel	23,895 gallons total

## ACTIONS

### THE PENNSYLVANIA CLEAN STREAMS LAW AND THE FEDERAL CLEAN WATER ACT

#### FINAL ACTIONS TAKEN FOR NPDES PERMITS AND WQM PERMITS

The Department has taken the following actions on previously received applications for new, amended and renewed NPDES and WQM permits, applications for permit waivers and NOIs for coverage under General Permits. This notice of final action is provided in accordance with 25 Pa. Code Chapters 91 and 92a and 40 CFR Part 122, implementing provisions of The Clean Streams Law (35 P.S. §§ 691.1—691.101) and the Federal Clean Water Act (33 U.S.C.A. §§ 1251—1376).

<i>Location</i>	<i>Permit Authority</i>	<i>Application Type or Category</i>
Section I	NPDES	Renewals
Section II	NPDES	New or Amendment
Section III	WQM	Industrial, Sewage or Animal Wastes; Discharges to Groundwater
Section IV	NPDES	MS4 Individual Permit
Section V	NPDES	MS4 Permit Waiver
Section VI	NPDES	Individual Permit Stormwater Construction
Section VII	NPDES	NOI for Coverage under NPDES General Permits

Sections I—VI contain actions regarding industrial, animal or sewage wastes discharges, discharges to groundwater, and discharges associated with MS4, stormwater associated with construction activities and CAFOs. Section VII contains notices for parties who have submitted NOIs for Coverage under General NPDES Permits. The approval for coverage under these General NPDES Permits is subject to applicable effluent limitations, monitoring, reporting requirements and other conditions in each General Permit. The approval of coverage for land application of sewage sludge or residential septage under applicable general permit is subject to pollutant limitations, pathogen and vector attraction reduction requirements, operational standards, general requirements, management practices and other conditions in the respective permit. The permits and related documents, effluent limitations, permitting requirements and other information are on file and may be inspected and arrangements made for copying at the contact office noted before the action.

Persons aggrieved by an action may appeal that action to the Environmental Hearing Board (Board) under section 4 of the Environmental Hearing Board Act (35 P.S. § 7514) and 2 Pa.C.S. §§ 501—508 and 701—704 (relating to Administrative Agency Law). The appeal should be sent to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, PO Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania AT&T Relay Service, (800) 654-5984. Appeals must be filed with the Board within 30 days of publication of this notice in the *Pennsylvania Bulletin* unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create a right of appeal beyond that permitted by applicable statutes and decisional law.

For individuals who wish to challenge an action, the appeal must reach the Board within 30 days. A lawyer is not needed to file an appeal with the Board.

Important legal rights are at stake, however, so individuals should contact a lawyer at once. Persons who cannot afford a lawyer may qualify for free pro bono representation. Call the Secretary to the Board at (717) 787-3483 for more information.

#### I. NPDES Renewal Permit Actions

*Southwest Regional Office: Regional Clean Water Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745. Phone: 412.442.4000.*

<i>NPDES No. (Type)</i>	<i>Facility Name &amp; Address</i>	<i>County &amp; Municipality</i>	<i>Stream Name (Watershed No.)</i>	<i>EPA Waived Y/N?</i>
PA0035670 (Sewage)	PA DOT Kiskiminetas Township Satellite Maintenance Bldg Bureau of Project Delivery PO Box 3060 Harrisburg, PA 17105-3060	Armstrong County Kiskiminetas Township	Rattling Run (18-B)	Y

<i>NPDES No. (Type)</i>	<i>Facility Name &amp; Address</i>	<i>County &amp; Municipality</i>	<i>Stream Name (Watershed No.)</i>	<i>EPA Waived Y/N?</i>
PA0036307 (Sewage)	Moon Run STP 4200 Campbells Run Road Pittsburgh, PA 15205	Allegheny County Robinson Township	Moon Run (20-G)	Yes
<i>Southeast Region: Clean Water Program Manager, 2 East Main Street, Norristown, PA 19401. Phone: 484.250.5970.</i>				
<i>NPDES No. (Type)</i>	<i>Facility Name &amp; Address</i>	<i>County &amp; Municipality</i>	<i>Stream Name (Watershed #)</i>	<i>EPA Waived Y/N?</i>
PA0244511A-1 (Sewage)	Mr. John Richardson 177 Creamery Road Coatesville, PA 19320	Chester County West Caln Township	Unnamed Tributary to West Branch Brandywine Creek (3-H)	Y
PA0055751 (Industrial)	Delbar Products Inc. Liquidating Trust P.O. Box 212 Coopersburg, PA 18036	Bucks County Perkasie Borough	Unnamed Tributary to East Branch Perkiomen Creek (3-E)	Y

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## II. New or Expanded Facility Permits, Renewal of Major Permits and EPA Nonwaived Permit Actions

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*Northwest Region: Clean Water Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.*

**NPDES Permit No. PA0022373**, Sewage, SIC Code 4952, **Lakeview Joint Sewer Authority**, PO Box 87, Sandy Lake, PA 16145-0087.

This existing facility is located in Sandy Lake Borough, **Mercer County**.

Description of Existing Action/Activity: Issuance of an NPDES Permit for an existing discharge of treated Sewage.

The following notice reflects changes to the notice published in the January 16, 2016 edition of the *Pennsylvania Bulletin*:

Ultraviolet radiation 4 times/week monitoring was added.

**NPDES Permit No. PA0264466**, Sewage, SIC Code 8800, **Joseph Frugoli**, 58 North Branch Road, Eldred, PA 16731.

This proposed facility is located in Eldred Township, **McKean County**.

Description of Proposed Action/Activity: Issuance of an NPDES Permit for a new discharge of treated Sewage.

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## III. WQM Industrial Waste and Sewerage Actions under The Clean Streams Law

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*Southwest Regional Office: Regional Clean Water Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745. Phone: 412.442.4000.*

**WQM Permit No. 0216400**, Sewage, SIC Code 1623, **Allegheny County Park Department**, 542 Forbes Avenue, Pittsburgh, PA 15219-2904.

This proposed facility is located in Elizabeth Township, **Allegheny County**.

Description of Proposed Action/Activity: construction and operation of a wetlands sewage treatment system.

**WQM Permit No. WQG02021601**, Sewage, **Massaro Dawson A Special Purpose Venture**, One Ninety One Peachtree Tower, 191 Peachtree Street NE, Suite 805 Atlanta, Georgia 30303.

This proposed facility is located in Bethel Park, **Allegheny County**.

Description of Proposed Action/Activity: Installation of a sanitary sewer system to serve the proposed South Hills Village Apartments.

**WQM Permit No. 0285406 A-4**, Sewage, SIC Code 4952, **Pleasant Hills Authority Allegheny County**, 610 Old Clairton Road, Pittsburgh, PA 15236.

This existing facility is located in South Park Township, **Allegheny County**.

Description of Proposed Action/Activity: Modifications to the Pleasant Hills Sewage Treatment Plant to enable the facility to treat a peak wet weather flow of 25 MGD.

The Pennsylvania Infrastructure Investment Authority (PENNVEST) which administers Pennsylvania's State Revolving Fund has been identified as a possible funding source. The Department's review of the sewage facilities plan revision has not identified any significant environmental impacts resulting from this proposal.

*Southeast Region: Clean Water Program Manager, 2 East Main Street, Norristown, PA 19401, 484.250.5900.*

**WQM Permit No. 1506409**, Sewage, Renewal, **Aqua Pennsylvania Wastewater Inc.**, 762 West Lancaster Avenue, Bryn Mawr, PA 19010.

This proposed facility is located in Thornbury Township, **Chester County**.

Description of Action/Activity: Permit renewal to continue the discharge of up to 0.0075 mgd treated sewage from Sage Hill WWTP.

*Northeast Region: Clean Water Program Manager, 2 Public Square, Wilkes-Barre, PA 18701-1915. Phone: 570-826-2511.*

**WQM Permit No. 5215402**, Sewage, SIC Code 4952, **PA American Water Co.**, 800 West Hershey Park Drive, Hershey, PA 17033.

This proposed facility is located in Delaware Township, **Pike County**.

Description of Proposed Action/Activity: Marcel Lakes Wastewater Treatment Plant Upgrade (new headworks, new influent pump station) and replacement of existing gravity sewer portion of collection system (new gravity mains and two new pump stations).

*Northwest Region: Clean Water Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.*

**WQM Permit No. 3774402 A-1**, Sewage, **Neshannock Township Lawrence County**, 3131 Mercer Road, New Castle, PA 16105.

This existing facility is located in Neshannock Township, **Lawrence County**.

Description of Proposed Action/Activity: Upgrade of Maitland Lane, Highland Avenue and Ludwig Road pump stations.

**WQM Permit No. 4216401**, Sewage, **Joseph Frugoli**, 145 New Road, Churchville, PA 18966-1445.

This proposed facility is located in Eldred Township, **McKean County**.

Description of Proposed Action/Activity: Single Residence Sewage Treatment Plant.

#### **VI. NPDES Discharges of Stormwater Associated with Construction Activities Individual Permit Actions**

*Southeast Region: Waterways & Wetlands Program Manager, 2 East Main Street, Norristown, PA 19401. Telephone 484-250-5160.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI011508068-R	Mr. Robert Davis 15 Fox Den Road Newark, DE 19711	Chester	Franklin Township	Big Elk Creek HQ-TSF-MF
PAI011516001	Mr. James K. and Ms. Nancy M. Morris 258 North Creek Road Landenberg, PA 19350 Mr. William M. and Ms. Karen D'Allaird 201 Kymberwyck Way Kennett Square, PA 19348	Chester	West Bradford Township	Unnamed Tributary to Broad Run EV

*Northeast Region: Waterways and Wetlands Program Manager, 2 Public Square, Wilkes-Barre, PA 18701-1915.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI023916009	Mr. Bryan Rizzo 4588 Jasmine Drive Center Valley, PA 18034	Lehigh	Lower Milford Township	Saucon Creek (CWF, MF), EV Wetlands
PAI023916006	Mariano Rentals TDBA c/o Mr. Martin P. Mariano 72 Edwards Drive Bloomsburg, PA 17815	Lehigh	South Whitehall Township	Little Cedar Creek (HQ-CWF, MF)
PAI024516003	Stroud Township 1211 North 5th Street Stroudsburg, PA 18360	Monroe	Stroud Township	Wigwam Run (HQ-CWF, MF)
PAI024510012(3)	CB H2O, LP PO Box 168 Tannersville, PA 18372	Monroe	Pocono Township	UNT to Pocono Creek (HQ-CWF, MF)
PAI024516004	Pennsylvania Department of Transportation Engineering District 5-0 1002 Hamilton Boulevard Allentown, PA 18101	Monroe	Pocono Township	Scotrun (HQ-CWF, MF) and unnamed tributaries thereof



*Northcentral Region: Waterways & Wetlands Program Manager, 208 West Third Street, Williamsport, PA 17701, 570.327.3574.*

*Centre County Conservation District: 414 Holmes Avenue, Suite 4, Bellefonte, PA 16823, (814) 355-6817.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI041416002	Mount Nittany Medical Center 1800 East Park Avenue State College, PA 16803	Centre	College Twp	Spring Creek HQ-CWF

*Southwest Region: Waterways and Wetlands Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI050216004	B & B Trust Residences 5950 Sherry Lane Suite 600 Dallas, TX 75225	Allegheny County	Sewickley Heights Borough	UNT to Little Sewickley Creek (HQ-TSF)

*Northwest Region: Waterways and Wetlands Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481.*

*Erie County Conservation District, 1927 Wager Road, Erie, PA 16509.*

<i>NPDES Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>County</i>	<i>Municipality</i>	<i>Receiving Water/Use</i>
PAI062513001(1)	Erie Metropolitan Transit Authority 127 East 14th Street Erie, PA 16503	Erie	City of Erie	Millcreek WWF; MF Presque Isle Bay WWF

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## **VII. Approvals to Use NPDES and/or Other General Permits**

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The EPA Region III Administrator has waived the right to review or object to this permit action under the waiver provision 40 CFR 123.23(d).

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### **List of NPDES and/or Other General Permit Types**

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PAG-1	General Permit for Discharges from Stripper Oil Well Facilities
PAG-2	General Permit for Discharges of Stormwater Associated With Construction Activities
PAG-3	General Permit for Discharges of Stormwater From Industrial Activities
PAG-4	General Permit for Discharges from Small Flow Treatment Facilities
PAG-5	General Permit for Discharges from Petroleum Product Contaminated Groundwater Remediation Systems
PAG-6	General Permit for Wet Weather Overflow Discharges from Combined Sewer Systems (CSO)
PAG-7	General Permit for Beneficial Use of Exceptional Quality Sewage Sludge by Land Application
PAG-8	General Permit for Beneficial Use of Non-Exceptional Quality Sewage Sludge by Land Application to Agricultural Land, Forest, a Public Contact Site or a Land Reclamation Site
PAG-8 (SSN)	Site Suitability Notice for Land Application Under Approved PAG-8 General Permit Coverage
PAG-9	General Permit for Beneficial Use of Residential Septage by Land Application to Agricultural Land, Forest, or a Land Reclamation Site
PAG-9 (SSN)	Site Suitability Notice for Land Application Under Approved PAG-9 General Permit Coverage
PAG-10	General Permit for Discharges from Hydrostatic Testing of Tanks and Pipelines
PAG-11	General Permit for Discharges from Aquatic Animal Production Facilities
PAG-12	Concentrated Animal Feeding Operations (CAFOs)
PAG-13	Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4)
PAG-14	(To Be Announced)
PAG-15	General Permit for Discharges from the Application of Pesticides

*General Permit Type—PAG-02**Waterways & Wetlands Program Manager, 2 East Main Street, Norristown, PA 19401. Telephone 484-250-5160.*

<i>Facility Location &amp; Municipality</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Concord Township Delaware County	PAG02002316006	Gary D. and Charles T. Ingram 1126 Laurel Drive West Chester, PA 19380	Green Creek West Branch Chester Creek CWF-MF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
Radnor Township Delaware County	PAG02002315024 (Phase 3)	Villanova University 800 East Lancaster Avenue Villanova, PA 19085	Unnamed Tributary to Darby Creek CWF-MF Unnamed Tributary to Mill Creek CWF-TSF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
Plymouth Township Montgomery County	PAG02004607108R(1)	Plymouth Hospitality, LLC 265 North Hershey Road Harrisburg, PA 1711	Unnamed Tributary to Plymouth Creek WWF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
New Hanover Township Montgomery County	PAG02004615082(1)	KTMT Realty, LP 1030 Reed Avenue Suite 100 Wyomissing, PA 19610	Swamp Creek TSF-MF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
Whitpain Township Montgomery County	PAG02004616001	Sean and Kathleen Breen 2740 Butler Pike Plymouth Meeting, PA 19462	Tributary to Stony Creek TSF-MF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
Hatfield Township Montgomery County	PAG02004616061	North Penn School District 630 West Eight Street Lansdale, PA 19446	Skippack Creek TSF-MF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
Lower Merion Township Montgomery County	PAG02004616075	718 Sussex, LLC 151 Cheswold Valley Road Haverford, PA 19041-1185	West Branch Indian Creek WWF-MF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900
Horsham Township Montgomery County	PAG02004616025	Philip J. Klauder, Jr. 26 Safe Harbor Drive Ocean City, NJ 08226	Little Neshaminy Creek WWF-MF	Southeast Regional Office 2 East Main Street Norristown, PA 19401 484-250-5900

*Northeast Region: Waterways and Wetlands Program Manager, 2 Public Square, Wilkes-Barre, PA 18701-1915.*

<i>Facility Location: Municipality &amp; County</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Old Forge Borough Lackawanna County	PAG02003516011	Eagle McClure Hose Company 375 Milwaukee Avenue Old Forge, PA 18518	St. Johns Creek (CWF, MF)	Lackawanna County Conservation District 570-392-3086
Hanover Township Luzerne County	PAG02004016008	Nardone Brothers Baking Company, Inc. 420 Commerce Boulevard Wilkes-Barre, PA 18706	UNT to Warrior Creek (CWF, MF)	Luzerne Conservation District 570-674-7991
Allen Township Northampton County	PAG02004816005	Robert Dwyer Land Trust Properties, Inc. 721 Old State Road Berwyn, PA 19312	Catasauqua Creek (CWF, MF)	Northampton County Conservation District 610-746-1971
Wayne Township Schuylkill County	PAG02005416002	MGM One, LP c/o Mr. Mike Tulio 1030 Reed Avenue Suite 100 Wyomissing, PA 19610	UNT Lower Little Swatara Creek (CWF, MF)	Schuylkill County Conservation District 570-622-3742

NOTICES

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*Facility Location:  
Municipality &  
County*

*Permit No.*

*Applicant Name &  
Address*

*Receiving  
Water/Use*

*Contact Office &  
Phone No.*

Lenox and Clifford  
Townships  
Susquehanna  
County

ESG00115150001

Mr. Thomas Hutchins  
Tennessee Gas Pipeline  
Company, LLC  
1001 Louisiana Street  
Suite 1000  
Houston, TX 77002

UNTS to  
Tunkhannock Creek  
(CWF, MF)  
UNTS to Idlewild  
Creek  
(CWF, MF)  
Partners Creek  
(CWF, MF)  
Nine Partners Creek  
(CWF, MF)  
Sterling Brook  
(CWF, MF)

Susquehanna County  
Conservation District  
570-278-4600

*Waterways & Wetlands Program, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, Nathan Crawford, Section Chief,  
717.705.4802.*

*Facility Location:  
Municipality &  
County*

*Permit No.*

*Applicant Name &  
Address*

*Receiving  
Water/Use*

*Contact Office &  
Phone No.*

Monroe, Silver  
Spring and Upper  
Allen Townships  
Cumberland County

PAG02002116020

UGI Utilities  
2525 N. 12th Street  
Suite 360  
Reading, PA 19605

Cedar Run  
(CMF, MF)  
Trindle Spring Run  
(CWF, MF)

Cumberland County  
Conservation District  
310 Allen Road  
Suite 301  
Carlisle, PA 17013-9101  
(717) 240-7812

Hampden Township  
Cumberland County

PAG02002116022

Donald Erwin  
1809 Tall Pine Drive  
Harrisburg, PA 17110

Sears Run  
(WWF)

Cumberland County  
Conservation District  
310 Allen Road  
Suite 301  
Carlisle, PA 17013-9101  
(717) 240-7812

Silver Spring  
Township  
Cumberland County

PAG02002116016

Shaffer Trucking, Inc.  
400 NW 56th Street  
Lincoln, NE 68528

Hogestown Run  
(CWF, MF)

Cumberland County  
Conservation District  
310 Allen Road  
Suite 301  
Carlisle, PA 17013-9101  
(717) 240-7812

Peters Township  
Franklin County

PAG02002816017

Eby's Poultry Barn  
456 Feaster Road  
Chambersburg, PA 17202

UNT Conococheague  
Creek  
(WWF)

Franklin County  
Conservation District  
185 Franklin Farm Lane  
Chambersburg, PA 17202  
(717) 264-5499

Waynesboro  
Borough  
Franklin County

PAG02002816018

MBT Product & Design  
2000 East Main Street  
Waynesboro, PA 17268

UNT East Branch  
Antietam Creek  
(CWF, MF)

Franklin County  
Conservation District  
185 Franklin Farm Lane  
Chambersburg, PA 17202  
(717) 264-5499

Washington  
Township  
Franklin County

PAG02002816008

Tracy Ross  
118 Walnut Street  
Suite 111  
Waynesboro, PA 17268

UNT West Branch  
Antietam Creek  
(CWF, MF)

Franklin County  
Conservation District  
185 Franklin Farm Lane  
Chambersburg, PA 17202  
(717) 264-5499

Antrim Township  
Franklin County

PAG02002816015

We King Farms  
6028 Guintier Road  
Greencastle, PA 17225

UNT Conococheague  
Creek  
(WWF, MF)

Franklin County  
Conservation District  
185 Franklin Farm Lane  
Chambersburg, PA 17202  
(717) 264-5499

Greene Township  
Franklin County

PAG02002816016

PA & Southern Railway  
Lumber Warehouse  
One Gateway Center  
Suite 501B  
Newton, MA 02458

UNT Conococheague  
Creek  
(CWF, MF)

Franklin County  
Conservation District  
185 Franklin Farm Lane  
Chambersburg, PA 17202  
(717) 264-5499

<i>Facility Location: Municipality &amp; County</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Union Township Lebanon County	PAG02003809011R(31)	David A. Colna PAANG 1500 York Road Annville, PA 17003	Qureg Run (WWF)	Lebanon County Conservation District 2120 Cornwall Road Lebanon, PA 17042-9788 (717) 277-5275
Millcreek Township Lebanon County	PAG02003816016	Kervin H. Newswanger 55 North Millbach Road Newmanstown, PA 17073	Mill Creek (TSF)	Lebanon County Conservation District 2120 Cornwall Road Lebanon, PA 17042-9788 (717) 277-5275
Heidelberg Township Lebanon County	PAG02003816018	Clarence M. Weaver 826 North Market Street Myerstown, PA 17067	Mill Creek (TSF)	Lebanon County Conservation District 2120 Cornwall Road Lebanon, PA 17042-9788 (717) 277-5275
<i>Northcentral Region: Watershed Management Program Manager, 208 West Third Street, Williamsport, PA 17701.</i>				
<i>Facility Location &amp; Municipality</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Herrick Twp, Bradford Cnty	PAG02000814017(1)	David Kailbourne Rev LNG, LLC 1002 Empson Road Ulysses, PA 16948	Rummerfield Creek, WWF	Bradford County Conservation District Stoll Natural Resource Ctr 200 Lake Rd Ste E Towanda, PA 18848 (570) 265-5539, X 6
Snow Shoe Twp, Centre Cnty	PAG02001416012	First Energy/Penelec 76 South Main Street Akron, OH 44308	North Fork Beech Creek, CWF-MF	Centre County Conservation District 414 Holmes Ave Ste 4 Bellefonte, PA 16823 (814) 355-6817
Falls Creek Borough, Sandy Twp, Clearfield Cnty	PAG02001716003	Falls Creek Borough Municipal Authority 117 Taylor Ave Falls Creek, PA 15840	Wolf Run, CWF Sandy Lick Creek, TSF	Clearfield County Conservation District 511 Spruce St Ste 6 Clearfield, PA 16830 (814) 765-2629
East Chillisquaque Twp, Northumberland Cnty	PAG02004916005	Joseph Miller 734 Young Road Lewisburg, PA 17837	UNT Chillisquaque Creek, WWF-MF	Northumberland County Conservation District 441 Plum Creek Rd Sunbury, PA 17801 (570) 286-7114 ext. 4
Buffalo Twp, Union Cnty	PAG02006016012	John M. Horning 1101 Red Bank Road Mifflinburg, PA 17844	UNT to Buffalo Creek, CWF	Union County Conservation District Union County Government Center 155 N 15th St Lewisburg, PA 17837 (570) 524-3860
Limestone Twp, Union Cnty	PAG02006016014	David Hoover 1451 Beaver Road Mifflinburg, PA 17844	UNT to Penns Creek, CWF-MF	Union County Conservation District Union County Government Center 155 N 15th St Lewisburg, PA 17837 (570) 524-3860

NOTICES

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<i>Facility Location &amp; Municipality</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Kelly Twp, Union Cnty	PAG02006016015	Jay Holthus 210 JPM Road Suite 302 Lewisburg, PA 17837	UNT to Buffalo Creek, WWF	Union County Conservation District Union County Government Center 155 N 15th St Lewisburg, PA 17837 (570) 524-3860

*Southwest Region: Regional Waterways & Wetlands Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

<i>Facility Location and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office and Phone No.</i>
Pine Township	PAG02000215081-1	Miller Drive Development, LP 424 Timber Lake Drive Venetia, PA 15367	Pine Creek (CWF) and Brush Creek (TSF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
North Fayette Township	PAG02000216060	Herrick Compassionate Funeral Service 951 Cliff Mine Road Imperial, PA 15126	Montour Run (TSF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
Harrison Township	PAG0200021112-1	# 1 Cochran Automotive 4520 William Penn Highway Monroeville, PA 15146	UNT to Little Bull Creek (TSF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
Findlay Township	PAG02000216068	The Buncher Company 1300 Penn Avenue Suite 300 Pittsburgh, PA 15222	Potato Garden Run (WWF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
Bethel Park Borough	PAG02000216028	Lancaster Land, LP/Clover Group 348 Harris Hill Road Williamsville, NY 14221	UNT to Piney Fork (TSF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
North Fayette Township	PAG02000215080-1	Clover Communities North Fayette, LLC 348 Harris Hill Road Williamsville, NY 14221	UNT to North Branch Robinson Run (WWF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
Elizabeth Township	PAG02000216064	Peoples Natural Gas Company, LLC 225 North Shore Drive Pittsburgh, PA 15212	Wylie Run (WWF)	Allegheny County Conservation District 33 Terminal Way Suite 325B Pittsburgh, PA 15219 (412) 242-7645
Kittanning Manor Township	PAG02000315006	PennDOT District 10-0, 2550 Oakland Avenue P.O. Box 420 Indiana, PA 15701-3388	Garretts Run (WWF) and Rupp Run (WWF)	Armstrong County Conservation District Armsdale Administration Building Suite B-2 124 Armsdale Road Kittanning, PA 16201 (724) 548-3425

<i>Facility Location and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office and Phone No.</i>
City of Johnstown	PAG02001116014	Melissa Komar 401 Main Street Johnstown, PA 15901-1916	Stonycreek River (WWF), Cherry Run (WWF), and Cheney Run (WWF)	Cambria County Conservation District 401 Candlelight Drive Suite 221 Ebensburg, PA 15931 (814) 472-2120
Brothersvalley Township	PAG02005616006	New Enterprise Stone and Lime Company, Inc. 3912 Brumbaugh Road P.O. Box 77 New Enterprise, PA 16664	Wilson Creek (WWF)	Somerset County Conservation District Somerset County Ag Center 6024 Glades Pike Suite 103 Somerset, PA 15501 (814) 445-4652
Westmoreland County Greensburg City	PAG02006512019 (2)	Seton Hill University One Seton Hill Drive Greensburg, PA 15601	Zellers Run (WWF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County South Huntingdon Township	PAG02006513037 (1)	Wendell H. Stone Company, Inc. P.O. Box 776 Connellsville, PA 15425	UNT to Youghiogheny River (WWF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County New Stanton Borough	PAG02006516005	GPI Interim, Inc. 70 Mechanic Street C41-32 Foxboro, MA 02035	UNT to Sewickley Creek (WWF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County Murrysville Municipality	PAG02006516018	Bruce Conley 6075 Beighley Road Murrysville, PA 15668	Turtle Creek (TSF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County Unity Township	PAG02006516021	Latrobe Municipal Authority 104 Guerrier Road Latrobe, PA 15650	Loyalhanna Creek (WWF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County Unity Township	PAG02006516025	Peoples TWP, LLC 1201 Pitt Street Pittsburgh, PA 15221	UNT to Ninemile Run (WWF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County Sewickley Township	PAG02006516026	Keith Vay 448 Mars Hill Road Irwin, PA 15642	UNT to Little Sewickley Creek (TSF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271
Westmoreland County Penn Township	PAG02006516031	Weaver Investments, Inc. 3121 Deerfield Court Murrysville, PA 15669	UNT to Bushy Run (TSF)	Westmoreland Conservation District 218 Donohoe Road Greensburg, PA 15601 (724) 837-5271

*General Permit Type—PAG-3**Facility Location:*

<i>Municipality &amp; County</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Upper Merion Township Montgomery County	PAR800073	Federal Express Corp. 3620 Hacks Cross Rd Building B, 2nd Floor Memphis, TN 38125	Unnamed Tributary to Trout Creek 3-F	DEP Southeast Regional Office Clean Water Program 2 E. Main Street Norristown, PA 19401 484.250.5970
Tredyffrin Township Chester County	PAR110012	Johnson Matthey, Inc. 456 Devon Park Drive Wayne, PA 19087	Unnamed Tributary to Trout Creek 3-F	DEP Southeast Regional Office Clean Water Program 2 E. Main Street Norristown, PA 19401 484.250.5970
Ringtown Borough Schuylkill County	PAR212220	Ringtown Wilbert Vault Works P.O. Box 215 Ringtown, PA 17967	Little Catawissa Creek—5-E CWF/MF	DEP Northeast Regional Office Clean Water Program 2 Public Square Wilkes-Barre, PA 18701-1915 570.826.2511

*General Permit Type—PAG-4**Facility Location:*

<i>Municipality &amp; County</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Greenwood Township Crawford County	PAG041210	Ina B & Michael J Mailliard 694 Sunol Road Cochranton, PA 16314-2222	Unnamed Tributary of Sandy Creek— 16-G	DEP Northwest Regional Office Clean Water Program 230 Chestnut Street Meadville, PA 16335-3481 814.332.6942

*General Permit Type—PAG-10**Facility Location & Municipality*

<i>Municipality</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
Lebanon County/ Union Township	PAG1032571	UGI Utilities, Inc. 1301 AIP Drive Middletown, PA 17057	UNT to Qureg Run/7-D	DEP—SCRO— Clean Water Program 909 Elmerton Avenue Harrisburg, PA 17110 717-705-4707

*General Permit Type—PAG-12**Facility Location*

<i>Municipality &amp; County</i>	<i>Permit No.</i>	<i>Applicant Name &amp; Address</i>	<i>Receiving Water / Use</i>	<i>Contact Office &amp; Phone No.</i>
West Beaver Township Snyder County	PAG124839	Robert S. Martin 4227 Ridge Road Beaver Springs, PA 17812-9419	Unnamed Tributary to South Branch Middle Creek—6-A	DEP Northcentral Regional Office Clean Water Program 208 W Third Street Suite 101 Williamsport, PA 17701-6448 570.327.3636

**STATE CONSERVATION COMMISSION****NUTRIENT MANAGEMENT PLANS RELATED TO APPLICATIONS FOR NPDES PERMITS FOR CAFOs**

The State Conservation Commission has taken the following actions on previously received applications for nutrient management plans under 3 Pa.C.S. Chapter 5, for agricultural operations that have or anticipate submitting applications for new, amended or renewed NPDES permits or NOIs for coverage under a general permit for CAFOs under 25 Pa. Code Chapter 92a. This notice is provided in accordance with 25 Pa. Code Chapter 92a and 40 CFR Part 122, implementing The Clean Streams Law and the Federal Clean Water Act.

Persons aggrieved by an action may appeal under 3 Pa.C.S. § 517, section 4 of the Environmental Hearing Board Act and 2 Pa.C.S. §§ 501—508 and 701—704 to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, P.O. Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users should contact the Environmental Hearing Board (Board) through the Pennsylvania AT&T Relay Service at (800) 654-5984. Appeals must be filed with the Board within 30 days of publication of this notice in the *Pennsylvania Bulletin*. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary of the Board at (717) 787-3483. This paragraph does not, in and of itself, create a right of appeal beyond that permitted by applicable statutes and decision law.

For individuals who wish to challenge actions, appeals must reach the Board within 30 days. A lawyer is not needed to file an appeal with the Board.

Important legal rights are at stake, however, so individuals should show this notice to a lawyer at once. Persons who cannot afford a lawyer may qualify for pro bono representation. Call the Secretary of the Board at (717) 787-3483 for more information.

**NUTRIENT MANAGEMENT PLAN  
PUBLIC NOTICE SPREADSHEET—ACTIONS**

<i>Agricultural Operation Name and Address</i>	<i>County</i>	<i>Total Acres</i>	<i>AEU's</i>	<i>Animal Type</i>	<i>Special Protection Waters (HQ or EV or NA)</i>	<i>Approved or Disapproved</i>
Jay & Beth Hess 151 Pequea Creek Rd Conestoga, PA 17516	Lancaster	200	519.07	Swine/ Poultry/ Beef	NA	A
Jay & Jane Bleacher 1175 Breneman Road Conestoga, PA 17516	Lancaster	319	596.25	Swine	HQ	A
Rohrer Dairy Farms, LLC Mike Rohrer 124 Charlestown Road Washington Boro, PA 17582	Lancaster	840	2,472.08	Dairy	NA	A
Bellaire Farms, LLC 225 Oberholtzer Road Elizabethtown, PA 17022	Lancaster	28.6	262.55	Broilers	NA	A
Future Farm LLC Jeffrey Frey 13 Radcliff Road Willow Street, PA 17584	Lancaster	535	595.46	Swine	NA	A
Bleacher Farms, LLC 1206 Breneman Road Conestoga, PA 17516	Lancaster	80.6	465.57	Layers	NA	A
Paul Swanger 150 Kissell Barrick Road Bainbridge PA 17502	Lancaster	8.5	373.3	Swine	NA	A
Spring Valley Dairy, LLC 1577 Auction Road Manheim, PA 17545	Lancaster	196.1	472.06	Dairy/Pullet	NA	A
Jim Hershey 338 Sunnyburn Road Elizabethtown, PA 17022	Lancaster	550	786.51	Broilers	NA	A
Dale Frank 3167 Bossler Road Elizabethtown, PA 17022	Lancaster	600	802.04	Swine/Steer	NA	A
Alan Harnish 3241 Blue Road Road Lancaster, PA 17603	Lancaster	47	578.72	Swine	NA	A
James Charles 3241 Blue Rock Road Lancaster, PA 17603	Lancaster	104.4	297.02	Layer/Swine	NA	A
Dennis J Boop Dennis J Boop Jr. 1555 Swengel Road Mifflinburg, PA 17844	Union	391.4	1,365.7	Swine	NA	New



## PUBLIC WATER SUPPLY PERMITS

The Department has taken the following actions on applications received under the Pennsylvania Safe Drinking Water Act (35 P.S. §§ 721.1—721.17) for the construction, substantial modification or operation of a public water system.

Persons aggrieved by an action may appeal that action to the Environmental Hearing Board (Board) under section 4 of the Environmental Hearing Board Act and 2 Pa.C.S. §§ 501—508 and 701—704. The appeal should be sent to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, PO Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania AT&T Relay Service, (800) 654-5984. Appeals must be filed with the Board within 30 days of publication of this notice in the *Pennsylvania Bulletin* unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create a right of appeal beyond that permitted by applicable statutes and decisional law.

For individuals who wish to challenge an action, the appeal must reach the Board within 30 days. A lawyer is not needed to file an appeal with the Board.

Important legal rights are at stake, however, so individuals should show this document to a lawyer at once. Persons who cannot afford a lawyer may qualify for free pro bono representation. Call the Secretary to the Board at (717) 787-3483 for more information.

### SAFE DRINKING WATER

#### Actions taken under the Pennsylvania Safe Drinking Water Act

*Southeast Region: Water Supply Management Program Manager, 2 East Main Street, Norristown, PA 19401.*

**Permit No. 0916509**, Public Water Supply.

Applicant	<b>Warrington Township</b> 852 Easton Road Warrington, PA 18976
Township	Warrington
County	<b>Bucks</b>
Type of Facility	PWS
Consulting Engineer	Carroll Engineering Corporation Penn's Greene, Suite 100 949 Easton Road Warrington, PA 18976-1880
Permit to Construct Issued	August 2, 2016

**Permit No. 4616512**, Public Water Supply.

Applicant	<b>Horsham Water &amp; Sewer Authority</b> 617 Horsham Road Horsham, PA 19044
Township	Horsham
County	<b>Montgomery</b>
Type of Facility	PWS

Consulting Engineer	Gilmore & Associates, Inc. 350 East Butler Avenue New Britain, PA 18901
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Permit to Construct Issued	August 2, 2016
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**Permit No. 4616518**, Public Water Supply.

Applicant	<b>Pennsylvania American Water Company</b> 800 West Hershey Park Drive Hershey, PA 17033
Township	Upper Providence
County	<b>Montgomery</b>
Type of Facility	PWS
Consulting Engineer	Pennsylvania American Water Company 800 West Hershey Park Drive Hershey, PA 17033
Permit to Construct Issued	July 26, 2016

**Operations Permit # 0914512** issued to: **Doylestown Township Municipal Authority**, 425 Wells Road, Doylestown, PA 18901-217, [(PWSID)] Doylestown Township, **Bucks County** on July 27, 2016 for the operation of Central Pumping Station Upgrades facilities approved under construction permit # 0914512.

*Southwest Region: Water Supply Management Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

**Permit No. 0316501**, Public Water Supply.

Applicant	<b>Cowanshannock Township Municipal Authority</b> Box 127 NuMine, PA 16244
[Borough or Township]	Cowanshannock Township
County	<b>Armstrong</b>
Type of Facility	Well No. 2
Consulting Engineer	Bankson Engineers, Inc. 267 Blue Run Road Suite 200 Cheswick, PA 15024
Permit to Construct Issued	August 4, 2016

**Operations Permit** issued to: **Highridge Water Authority**, 17 Maple Avenue, Blairsville, PA 15717, (PWSID # 5650069) Fairfield Township, **Westmoreland County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 6514501MA.

**Operations Permit** issued to: **Municipal Authority of the City of New Kensington**, 920 Barnes Street, PO Box 577, New Kensington, PA 15068, (PWSID # 5650070) City of New Kensington, **Westmoreland County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 6515507MA.

**Operations Permit** issued to: **Authority of the Borough of Charleroi**, 3 McKean Avenue, PO Box 211, Charleroi, PA 15022, (PWSID # 5630039) Charleroi Borough, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 6316501.

**Operations Permit** issued to: **Authority of the Borough of Charleroi**, 3 McKean Avenue, PO Box 211,

Charleroi, PA 15022, (PWSID # 5630039) Charleroi Borough, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 6316502.

**Operations Permit** issued to: **Authority of the Borough of Charleroi**, 3 McKean Avenue, PO Box 211, Charleroi, PA 15022, (PWSID # 5630039) Charleroi Borough, **Washington County** on August 4, 2016 for the operation of facilities approved under Construction Permit # 6316505.

**Operations Permit** issued to: **Pittsburgh Water & Sewer Authority**, Penn Liberty Plaza I, 1200 Penn Avenue, Pittsburgh, PA 15222, (PWSID # 5020038) City of Pittsburgh, **Allegheny County** on August 8, 2016 for the operation of facilities approved under Construction Permit # 0216508MA.

**Operations Permit** issued to: **Lilly Borough Water Authority**, 417 Cleveland Street, Lilly, PA 15938, (PWSID # 4110046) Lilly Borough, **Cambria County** on August 8, 2016 for the operation of facilities approved under Construction Permit # 1114511MA.

**Operations Permit** issued to: **Pennsylvania American Water Company**, 800 West Hersheypark Drive, Hershey, PA 17033, (PWSID # 5020039) North Strabane Township, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 0214505MA-1.

**Operations Permit** issued to: **Pennsylvania American Water Company**, 800 West Hersheypark Drive, Hershey, PA 17033, (PWSID # 5020039) Chartiers Township, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 0214512MA-1.

**Operations Permit** issued to: **Pennsylvania American Water Company**, 800 West Hersheypark Drive, Hershey, PA 17033, (PWSID # 5020039) Smith Township, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 0214515MA-1.

**Operations Permit** issued to: **Pennsylvania American Water Company**, 800 West Hersheypark Drive, Hershey, PA 17033, (PWSID # 5020039) Chartiers Township, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 0214517MA-1.

**Operations Permit** issued to: **Pennsylvania American Water Company**, 800 West Hersheypark Drive, Hershey, PA 17033, (PWSID # 5020039) Chartiers Township, **Washington County** on August 9, 2016 for the operation of facilities approved under Construction Permit # 0214518MA-1.

**Permit No. 5615508MA, Minor Amendment.** Public Water Supply.

Applicant	<b>Somerset County General Authority</b> 300 North Center Avenue Suite 500 Somerset, PA 15501
[Borough or Township]	Jenner Township
County	<b>Somerset</b>
Type of Facility	Jenner Crossroads water storage tank

Consulting Engineer	Somerset Planning & Engineering Services, LLC 222 West Main Street Suite 100 Somerset, PA 15501
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Permit to Operate Issued	August 2, 2016
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### SEWAGE FACILITIES ACT PLAN APPROVAL

#### Plan Approvals Granted Under the Pennsylvania Sewage Facilities Act (35 P.S. § 750.5)

*Southcentral Region: Water Management Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110. Telephone: 717-705-4707.*

#### Plan Location:

Borough or Township	Borough or Township Address	County
Logan Township	100 Chief Logan Circle Altoona, PA 16602	Blair

*Plan Description:* Approval of a revision to the official plan of Logan Township, Blair County. The project is known as Logan Township Sewer Extensions. The plan provides for gravity sewers as the chosen alternative for the expansion of sewer service to the following areas:

- East Hudson Avenue, Irwin Drive, Motel 6 Area, Robin Avenue, Greenwood, Sandy Run, and Knob Land & Poland Avenue—to be installed by May 2023.
- South 10th Avenue & Walnut Street, Newburg, Weaver Street, Spook Hollow, Homewood Drive, and Cashman Road—to be installed by May 2033.
- 39th Street, 35th & 36th Street, Davis Road, Juniata Gap Road (S. Curve Road), North 20th Street & 11th Avenue, Mill Run Road, Kettle Street, Clemson Road, Nelson Road, East End Auto, Buckhorn, and 11th Street—to be installed by May 2043.

### LAND RECYCLING AND ENVIRONMENTAL REMEDIATION

#### UNDER ACT 2, 1995 PREAMBLE 2

**The following plans and reports were submitted under the Land Recycling and Environmental Remediation Standards Act (35 P.S. §§ 6026.101—6026.907).**

Provisions of Sections 301—308 of the Land Recycling and Environmental Remediation Standards Act (act) (35 P.S. §§ 6026.301—6026.308) require the Department to publish in the *Pennsylvania Bulletin* a notice of submission of plans and reports. A final report is submitted to document cleanup of a release of a regulated substance at a site to one of the act's remediation standards. A final report provides a description of the site investigation to characterize the nature and extent of contaminants in environmental media, the basis for selecting the environmental media of concern, documentation supporting the selection of residential or nonresidential exposure factors, a description of the remediation performed and summaries of sampling analytical results which demonstrate that remediation has attained the cleanup standard selected. Submission of plans and reports, other than the final report, will also be published in the *Pennsylvania Bulletin*. These include the remedial investigation report, risk assessment report and cleanup plan for a site-specific

standard remediation. A remedial investigation report includes conclusions from the site investigation; concentration of regulated substances in environmental media; benefits of reuse of the property; and, in some circumstances, a fate and transport analysis. If required, a risk assessment report describes potential adverse effects caused by the presence of regulated substances. If required, a cleanup plan evaluates the abilities of potential remedies to achieve remedy requirements.

For further information concerning plans or reports, contact the environmental cleanup program manager in the Department regional office under which the notice of receipt of plans or reports appears. If information concerning plans or reports is required in an alternative form, contact the community relations coordinator at the appropriate regional office. TDD users may telephone the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

The Department has received the following plans and reports:

*Southcentral Region: Environmental Cleanup and Brownfields Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110. Phone 717.705.4705.*

**Walmar Manor Manufactured Home Community Lot 74**, 125 Walmar Manor, Dillsburg, PA 17019, Franklin Township, **York County**. EP&S of Vermont, Inc., 1539 Bobali Drive, Harrisburg, PA 17104, on behalf of Walmar MHC, LLC, 1006 Hammock Bend Chapel Hill, NC 27517, submitted a Final Report to remediate site soils contaminated with No. 2 fuel oil. The Report is intended to document remediation of the site to meet the Residential Statewide Health Standard.

**Conestoga River Plaza/Miguel's Nightclub**, 902 South Duke Street, Lancaster, PA 17602, City of Lancaster, **Lancaster County**. GCI Environmental Services, 1250 East King Street, Lancaster, PA 17602, on behalf of SACA Development Corp., 453 Lime Street, Suite B, Lancaster, PA 17602, submitted a Final Report concerning remediation of site soils contaminated with Inorganics and SVOCs. The Report is intended to document remediation of the site to meet the Site Specific Standard.

**Turkey Hill # 76 Minit Mart**, 2101 New Danville Pike, Lancaster, PA 17603, Pequea Township, **Lancaster County**. Letterle & Associates, Inc., 2022 Axemann Road, Suite 201, Bellefonte, PA 16823, on behalf of Keystone Petroleum Equipment, Ltd, 981 Trindle Road West, Mechanicsburg, PA 17055, submitted a Final Report concerning remediation of site soil contaminated with unleaded gasoline. The report is intended to document remediation of the site to meet the Residential Statewide Health Standard.

*Northcentral Region: Environmental Cleanup Program Manager, 208 West Third Street, Williamsport, PA 17701.*

**Vasile, LLC, dba Red, White & Blue, Inc.**, Lawrence Township, **Clearfield County**. David A. Bogovich, President, Northridge Group, Inc., P.O. Box 231, Northumberland, PA 17857, on behalf of Vasile LLC, 236 Andrew Lane, Schaumburg, IL 60193 has submitted a Final Report concerning remediation of site soil contaminated with diesel fuel. The report is intended to document remediation of the site to meet the Statewide Health Standard.

**Watsontown Trucking Company**, Delaware Township, **Northumberland County**. David A. Bogovich, President, Northridge Group, Inc., P.O. Box 231, North-

umberland, PA 17857, on behalf of Watsontown Trucking Company, 68 Belford Boulevard, Milton, PA 17847 has submitted a Final Report concerning remediation of site soil contaminated with diesel fuel. The report is intended to document remediation of the site to meet the Statewide Health Standard.

**V & T Painting, LLC**, White Deer Township, **Union County**. David A. Bogovich, President, Northridge Group, Inc., P.O. Box 231, Northumberland, PA 17857, on behalf of V & T Painting, LLC, 29585 Gramercy Ct, Farmington Hills, MI 48336 has submitted a Final Report concerning remediation of site soil contaminated with diesel fuel. The report is intended to document remediation of the site to meet the Statewide Health Standard.

*Southwest Region: Environmental Cleanup & Brownfield Development Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

**2939 & 2959 Fitzsimmons Lane**, Municipality of Murrysville, **Westmoreland County**. Bruce E. Dice & Associates, P.C., 787 Pine Valley Drive, Suite E, Pittsburgh, PA 15239 on behalf of Ronald D. Anderson, Jr., 5901 Bollinger Road, Export, PA 15632 has submitted a Final Report concerning site soils contaminated with # 2 home heating oil from a ruptured underground storage tank. Notice of the Final Report was published the *Tribune-Review* on May 23, 2016.

**Former LTV Hazelwood Coke Plant—Areas A & B**, 4650 Second Avenue, City of Pittsburgh, **Allegheny County**. KU Resources, 22 South Linden Street, Duquesne, PA 15110 on behalf of Almono, L.P., 225 Fifth Avenue, Pittsburgh, PA 15222 and RIDC/RIDC Growth Fund/Almono, 210 Sixth Avenue, Suite 3620, Pittsburgh, PA 15222, has submitted a Final Report concerning the remediation of site soils and groundwater contaminated with metals, volatile & semi-volatile organic compounds and polychlorinated biphenyls. The Final Report is intended to document remediation of the site to meet the Site Specific standard. Notice of the Final Report was published in the *Pittsburgh Post-Gazette* on July 25, 2016.

**Almono Site (Eliza Furnace & Monongahela Connecting Railroad Parcels)**, Second Avenue, City of Pittsburgh, **Allegheny County**. KU Resources, 22 South Linden Street, Duquesne, PA 15110 on behalf of Almono, L.P., 225 Fifth Avenue, Pittsburgh, PA 15222 and RIDC/RIDC Growth Fund, 210 Sixth Avenue, Suite 3620, Pittsburgh, PA 15222, has submitted a Final Report concerning the remediation of site soils and groundwater contaminated with semi-volatile organic compounds and metals. The Final Report is intended to document remediation of the site to meet a combination of Statewide Health and Site Specific standards. Notice of the Final Report was published in the *Pittsburgh Post-Gazette* on July 27, 2016.

**Norfolk Southern Railway Company—New Brighton Former Derailment Site**, 1st Avenue and adjacent to 4th Street and 2nd Avenue, Borough of New Brighton, **Beaver County**. AECOM Technical Services, Inc., 681 Anderson Drive, Foster Plaza, Suite 400, Pittsburgh, PA 15220 on behalf of Norfolk Southern Railway Company, 1200 Peachtree St., NE- Box 13, Atlanta, GA 30309 has submitted a Final Report concerning the remediation of site soils and groundwater contaminated with methanol, benzene, toluene, ethylbenzene, and xylenes from train derailment. The Final Report is intended to document remediation of the site to meet the residential & non-residential Statewide Health standard. Notice of the Final Report was published in the *Beaver County Times* on February 29, 2016.

## LAND RECYCLING AND ENVIRONMENTAL REMEDIATION

### UNDER ACT 2, 1995 PREAMBLE 3

**The Department has taken action on the following plans and reports under the Land Recycling and Environmental Remediation Standards Act (35 P.S. §§ 6026.101—6026.907).**

Section 250.8 of 25 Pa. Code and administration of the Land Recycling and Environmental Remediation Standards Act (act) require the Department to publish in the *Pennsylvania Bulletin* a notice of its final actions on plans and reports. A final report is submitted to document cleanup of a release of a regulated substance at a site to one of the remediation standards of the act. A final report provides a description of the site investigation to characterize the nature and extent of contaminants in environmental media, the basis of selecting the environmental media of concern, documentation supporting the selection of residential or nonresidential exposure factors, a description of the remediation performed and summaries of sampling methodology and analytical results which demonstrate that the remediation has attained the cleanup standard selected. Plans and reports required by the act for compliance with selection of remediation to a site-specific standard, in addition to a final report, include a remedial investigation report, risk assessment report and cleanup plan. A remedial investigation report includes conclusions from the site investigation; concentration of regulated substances in environmental media; benefits of reuse of the property; and, in some circumstances, a fate and transport analysis. If required, a risk assessment report describes potential adverse effects caused by the presence of regulated substances. If required, a cleanup plan evaluates the abilities of potential remedies to achieve remedy requirements. A work plan for conducting a baseline remedial investigation is required by the act for compliance with selection of a special industrial area remediation. The baseline remedial investigation, based on the work plan, is compiled into the baseline environmental report to establish a reference point to show existing contamination, describe proposed remediation to be done and include a description of existing or potential public benefits of the use or reuse of the property. The Department may approve or disapprove plans and reports submitted. This notice provides the Department's decision and, if relevant, the basis for disapproval.

For further information concerning the plans and reports, contact the environmental cleanup program manager in the Department regional office under which the notice of the plan or report appears. If information concerning a final report is required in an alternative form, contact the community relations coordinator at the appropriate regional office. TDD users may telephone the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

The Department has received the following plans and reports:

*Southcentral Region: Environmental Cleanup and Brownfields Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110. Phone 717.705.4705.*

**Metropolitan Edison Company North Hanover Substation**, Radio Road West of High Street, Hanover, PA 17332, Conewago Township, **Adams County**. Ramboll

Environmental, 4350 North Fairfax Drive, Suite 300, Arlington, VA 22203, on behalf of Miller Chemical & Fertilizer, LLC, 120 Radio Road, Hanover, PA 17332, and FirstEnergy Corporation, P.O. Box 16001, Reading, PA 19612, submitted a Final Report concerning remediation of site soils contaminated with inorganics as a result of fire-fighting activities. The Final Report did not demonstrate attainment of the Residential Statewide Health Standard, and was disapproved by the Department on August 1, 2016.

**Plaza 2331**, 2331 East Market Street, York, PA 17402, Springettsbury Township, **York County**. Independence Environmental Consulting, LLC, 1750 Kaylor Road, Hummelstown, PA 17036, on behalf of Barbara Elliott, 104 South Ogontz Street, York, PA 17403, submitted a Remedial Investigation and Final Report concerning remediation of site soils and groundwater contaminated with VOCs and chlorinated solvents. The Report was disapproved by the Department on August 3, 2016.

**Tate Access Floors, Inc.**, 52 Springvale Road, Red Lion, PA 17356-0398, Windsor Township, **York County**. Amec Foster Wheeler, 800 North Bell Avenue, Carnegie, PA 15106, on behalf of USG Corporation, P.O. Box 6721, Chicago, IL 60680-6721, submitted a Remedial Investigation and Risk Assessment Report concerning remediation of site soil and groundwater contaminated with chlorinated solvents. The combined report was administratively incomplete and was disapproved by the Department on August 2, 2016.

*Southwest Region: Environmental Cleanup & Brownfield Development Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

**Bay Valley Foods**, 1800 River Avenue, City of Pittsburgh, **Allegheny County**. Groundwater & Environmental Services, Inc., 301 Commerce Park Drive, Cranberry Twp., PA 16066 on behalf of Bay Valley Foods, LLC, 2021 Spring Road, Suite 600, Oak Brook, IL 60526 submitted a Remedial Investigation Report/Final Report (RIR/FR) addendum concerning the remediation of site soils and groundwater contaminated with volatile & semi-volatile organic compounds and metals. The RIR/FR demonstrated attainment of the Site Specific standard for soil and groundwater and was approved by the Department on August 4, 2016.

### HAZARDOUS WASTE TRANSPORTER LICENSE

**Actions on applications for Hazardous Waste Transporter License received under the Solid Waste Management Act (35 P.S. §§ 6018.101—6018.1003) and regulations to transport hazardous waste.**

*Central Office: Bureau of Land Recycling and Waste Management, Division of Hazardous Waste Management, PO Box 69170, Harrisburg, PA 17106-9170.*

*Hazardous Waste Transporter License Issued*

**Med-Flex, Inc.**, PO Box 365, Hainesport, NJ 08036. License No. PA-AH 0847. Effective Aug 04, 2016.

*Renewal Applications Received*

**Harold Marcus Limited**, 15124 Longwoods Road, Bothwell, ON N0P 1C0. License No. PA-AH 0207. Effective Aug 03, 2016.

**Maumee Express, Inc.**, PO Box 278, Langhorne, PA 19047. License No. PA-AH 0420. Effective Aug 03, 2016.

## MUNICIPAL WASTE GENERAL PERMIT

**Permit Issued under the Solid Waste Management Act (35 P.S. §§ 6018.101—6018.1003); the Municipal Waste Planning, Recycling and Waste Reduction Act (53 P.S. §§ 4000.101—4000.1904); and Municipal Waste Regulations for a General Permit to Operate Municipal Waste Processing Facilities and the Beneficial Use of Municipal Waste.**

*Central Office: Division of Municipal and Residual Waste, Rachel Carson State Office Building, 14th Floor, 400 Market Street, Harrisburg, PA 17106-9170.*

**General Permit Number WMGM055SW005. Valley LFG, LLC**, 680 Andersen Drive, 680 Anderson Drive, Foster Plaza 10, 5th Floor, Pittsburgh, PA 15220. For the processing and beneficial use of: (1) a substitute for high or medium Btu-LFG for natural gas or other fuel; (2) a substitute for natural gas or other fuel to be interconnected with another pipeline for consumer use; and (3) an alternative fuel for the electric generators to produce electricity. This permit was issued by Central Office on June 15, 2016.

Persons interested in reviewing a general permit should be directed to Scott E. Walters at 717-787-7381, Chief, Permits Section, Division of Municipal and Residual Waste, Bureau of Waste Management, P.O. Box 69170, Harrisburg, PA 17106-9170. TDD users may contact the Department through the Pennsylvania AT&T Relay Service, (800) 654-5984.

**General Permit Number WMGM055SW004. Monroeville LFG, LLC**, 680 Anderson Drive, Foster Plaza 10, 5th Floor, Pittsburgh, PA 15220. For the processing and beneficial use of: (1) a substitute for high or medium Btu-LFG for natural gas or other fuel; (2) a substitute for natural gas or other fuel to be interconnected with another pipeline for consumer use; and (3) an alternative fuel for the electric generators to produce electricity. This permit was issued by Central Office on June 15, 2016.

Persons interested in reviewing a general permit should be directed to Scott E. Walters at 717-787-7381, Chief, Permits Section, Division of Municipal and Residual Waste, Bureau of Waste Management, P.O. Box 69170, Harrisburg, PA 17106-9170. TDD users may contact the Department through the Pennsylvania AT&T Relay Service, (800) 654-5984.

### OPERATE WASTE PROCESSING OR DISPOSAL AREA OR SITE

**Applications deemed administratively complete under the Solid Waste Management Act, the Municipal Waste Planning, Recycling and Waste Reduction Act and Regulations to Operate Solid Waste Processing or Disposal area or Site.**

*Southcentral Region: Regional Solid Waste Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200.*

**Application No. 101712, JG Environmental, LLC**, 776 Flory Mill Road Lancaster, PA 17601. An application for permit was submitted for a new municipal waste processing facility located in Manheim Township, **Lancaster County**. The application was deemed administratively complete by the Southcentral Regional Office on July 26, 2016.

The Department will accept comments from the general public recommending revisions to, and approval or denial

of the application during the time that the Department is reviewing the permit application.

Comments concerning the application should be directed to Mr. John Oren, Permits Chief, Waste Management Program, 909 Elmerton Avenue, Harrisburg, PA 17110-8200. Persons interested in obtaining more information about this permit application may contact the Southcentral Regional Office at (717) 705-4706. TDD users may contact the Department through the Pennsylvania AT&T Relay Service, (800) 654-5984.

## AIR QUALITY

**General Plan Approval and Operating Permit Usage Authorized under the Air Pollution Control Act (35 P.S. §§ 4001—4015) and 25 Pa. Code Chapter 127 to construct, modify, reactivate or operate air contamination sources and associated air cleaning devices.**

*Northeast Region: Air Quality Program, 2 Public Square, Wilkes-Barre, PA 18711-0790.*

*Contact: Raymond Kempa, New Source Review Chief—Telephone: 570-826-2531.*

**GP3-40-019: R.S. Services** (119 Falls Road, Beech Creek, PA 16822) on July 28, 2016, for the construction and operation of a Portable Crushing Operation with watersprays at the Hunlock Sand and Gravel Site located in Hunlock Township, **Luzerne County**.

**GP11-40-019: R.S. Services** (119 Falls Road, Beech Creek, PA 16822) on July 28, 2016, for the installation and operation of Diesel I/C engines at the Hunlock Sand and Gravel Site located in Hunlock Township, **Luzerne County**.

*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**GP3-28-03065: David H. Martin Excavating, Inc.** (4961 Cumberland Highway, Chambersburg, PA 17202) on August 2, 2016, for the installation and operation of a portable stone crushing plant at the Shale Pit # 8 located in Hamilton Township, **Franklin County**.

**GP11-28-03065: David H. Martin Excavating, Inc.** (4961 Cumberland Highway, Chambersburg, PA 17202) on August 2, 2016, for the installation and operation of a non-road diesel engine at the Shale Pit # 8 located in Hamilton Township, **Franklin County**.

**GP4-67-05114: BAE Systems Land & Armaments LP** (1100 Bairs Road, York, PA 17408) on August 4, 2016, for the reactivation of a natural gas-fired burnoff oven, under GP4, at the military equipment manufacturing facility located in West Manchester Township, **York County**.

*Southwest Region: Air Quality Program, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

*Contact: Tom Joseph, P.E., Engineering Manager—Telephone: 412-442-4336.*

**GP1-63-01001: ETC Northeast Pipeline, LLC** (101 West Third Street, Williamsport, PA 17701) on August 3, 2016, for the construction and operation of three (3) 40.92 MMBtus/hr natural gas-fired heat medium oil heaters at the proposed Revolution Cryo Plant in Smith Township, **Washington County**.

**GP5-63-01001: ETC Northeast Pipeline, LLC** (101 West Third Street, Williamsport, PA 17701) on August 3, 2016, for the construction and operation of a proposed natural gas processing plant known as the Revolution Cryo Plant in Smith Township, **Washington County**. Sources include fractionation equipment, 200 MMscfd amine unit controlled by a thermal oxidizer, storage tanks, and fugitive emissions.

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**Plan Approvals Issued under the Air Pollution Control Act and regulations in 25 Pa. Code Chapter 127, Subchapter B relating to construction, modification and reactivation of air contamination sources and associated air cleaning devices.**

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*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**67-03018B: Penn-Mar, Inc.** (500 Broadway, Hanover, PA 17331) on August 2, 2016, for the modification of the ductwork for the fabric filter which controls emissions from the molding and coring operations at the foundry in Hanover Borough, **York County**. Upon completion of the proposed modifications, the fabric filter will vent directly to atmosphere.

**67-05083F: Calpine Mid-Merit, LLC** (500 Delaware Avenue, Suite 600, Wilmington, DE 19801) on August 1, 2016, for the upgrade (Upgrade) of the York Energy Center Block 2 Electricity Generation Project's nominally rated power output capacity from 760 MWs to 830 MWs at its existing electric power generation facility located in Peach Bottom Township, **York County**. The additional 70 MWs of nominal electricity will be generated from the steam cycle portion of the Block 2 combined cycle (CC) power plant. The Upgrade consists of the following changes to the sources addressed in P.A. No. 67-05083D (issued on June 15, 2015): Increase each combustion turbines (CT) heat recovery steam generator's (HRSG) natural gas (NG)-fired duct burner's maximum rated heat input capacity from 688 mMBTUs/hr to 820 mMBTUs/hr, and the ability to fire each CT's HRSG's duct burner while the CT is firing ultra-low sulfur diesel (ULSD) fuel oil (duct burner firing during CT NG firing is authorized by P.A. No. 67-05083D).

The York Energy Center Block 2 Electricity Generation Project consists of the following:

1. Two NG/ULSD fuel oil-fired CC combustion turbines (Source IDs 205 and 206) controlled by a selective catalytic reduction (SCR) system (NO<sub>x</sub> control) and an oxidation catalyst (CO and VOC control) in series. Dry low NO<sub>x</sub> technology will also be employed during NG fuel firing. Water injection technology (NO<sub>x</sub> control) will also be employed during ULSD fuel oil firing;
2. One NG-fired auxiliary boiler (Source ID 031);
3. One cooling tower (Source ID 501) controlled by a high efficiency mist eliminator (PM/PM<sub>10</sub>/PM<sub>2.5</sub> control);
4. NG piping components (Source ID 502);
5. Circuit breakers (Source ID 503); and
6. Five NG condensate storage tanks and one ULSD fuel oil storage tank (Source ID 504).

*Northcentral Region: Air Quality Program, 208 West Third Street, Williamsport, PA 17701.*

*Contact: Muhammad Q. Zaman, Environmental Program Manager—Telephone: 570-327-3648.*

**08-00010K: Global Tungsten & Powders Corporation** (1 Hawes Street, Towanda, PA 18848) on August 2, 2016, to construct a Niro model DR-300 hard metal grade spray dryer equipped with a 1.3 MMBtu/hr, natural gas-fired burner and for the installation of a Henlex, Inc. model CHE-1000 cyclone and Nomex model DR-300 fabric collector, in series, at its facility in Towanda Borough and North Towanda Township, **Bradford County**. If the Department determines that the source is constructed and operated in compliance with the plan approval conditions and the specifications of the application for Plan Approval 08-00010K, the terms and conditions of the plan approval will subsequently be incorporated via administrative amendment into State Only (Synthetic Minor) Operating Permit 08-00010 in accordance with 25 Pa. Code § 127.450.

**57-00006A: Dwight Lewis Lumber Company** (P.O. Box A, Hillsgrove, PA 18619) on August 2, 2016, to construct a 6.04 MMBtu/hr Advanced Engineered Systems (AES) model AES-125-15-WF, underfeed stoker, biomass-fired boiler and for the installation of a Zurn MTSA-9CYT-6 multiple cyclone at their facility located in Hillsgrove Township, **Sullivan County**. If the Department determines that the sources are constructed and operated in compliance with the plan approval conditions and the specifications of the application for Plan Approval 57-00006A, the applicant will subsequently apply for a State Only Operating Permit in accordance with 25 Pa. Code Subchapter F.

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**Plan Approval Revisions Issued including Extensions, Minor Modifications and Transfers of Ownership under the Air Pollution Control Act and 25 Pa. Code §§ 127.13, 127.13a and 127.32.**

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*Southeast Region: Air Quality Program, 2 East Main Street, Norristown, PA 19401.*

*Contact: James A. Beach, New Source Review Chief—Telephone: 484-250-5920.*

**09-0024J: Waste Management of PA** (1000 New Ford Mill Road) on August 4, 2016, to construct interim and permanent landfill gas collection and treatment systems for the sale and for the on-site use of landfill gas in an engine in Tullytown Borough, **Bucks County**.

**23-0108D: Barry Callebaut USA LLC:** (903 Industrial Hwy, Eddystone, PA 19022-1531) on August 4, 2016, for the temporary operation of a G.W. Barth Alkalizer ad Roaster # 2 in Eddystone Borough, **Delaware County**.

*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**34-05001D: AC Products, Inc.** (12393 William Penn Highway, Thompsontown, PA 17094) on August 2, 2016, for modification of the wood cabinet surface coating operation in Delaware Township, **Juniata County**. The plan approval was extended.

*Northcentral Region: Air Quality Program, 208 West Third Street, Williamsport, PA 17701.*

*Contact: Muhammad Q. Zaman, Environmental Program Manager—Telephone: 570-327-3648.*

**08-00025A: Richards Funeral Home, Inc.** (502 North Keystone Ave., South Waverly, PA 18840-2943) on August 5, 2016, to extend the authorization for the construction of a crematory unit the Northern Bradford Crematory facility located in South Waverly Borough, **Bradford County** to February 2, 2017. The plan approval has been extended.

**41-00084A: Panda Patriot, LLC** (50 Patriot Lane, Montgomery, PA 17752) on August 8, 2016, to extend the authorization for the construction of the natural gas-fired power plant at their Panda Patriot Generation Plant facility located in Clinton Township, **Lycoming County** to February 5, 2017. The plan approval has been extended.

**41-00084B: Panda Patriot, LLC** (50 Patriot Lane, Montgomery, PA 17752) on August 8, 2016, to extend the authorization for the construction of the natural gas-fired power plant at their Panda Patriot Generation Plant facility located in Clinton Township, **Lycoming County** to February 5, 2017. The plan approval has been extended.

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**Operating Permits for Non-Title V Facilities Issued under the Air Pollution Control Act and 25 Pa. Code Chapter 127, Subchapter F.**

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*Northeast Region: Air Quality Program, 2 Public Square, Wilkes-Barre, PA 18711-0790.*

*Contact: Raymond Kempa, New Source Review Chief—Telephone: 570-826-2507.*

**40-00066: Hazleton Casting Co., Hazleton Plant** (PO Box 21, Weatherly, PA 18255) on August 3, 2016, the Department issued a renewal State-Only Natural Minor operating permit for the Steel Foundries manufacturing facility in Hazleton City, **Luzerne County**. The sources consist of shot blasting, grinding booth, sand silos, cut off saws, and sand mixer and reclaimers. The control devices consist of baghouses. The sources are considered minor emission sources of nitrogen oxide (NO<sub>x</sub>), sulfur oxides (SO<sub>x</sub>), carbon monoxide (CO), total suspended particulate (TSP) and VOC's. The permit contains applicable requirements for emission limitations, work practice standards, testing, monitoring, recordkeeping, and reporting standards used to verify facility compliance with Federal and State air pollution regulations.

*Southcentral Region: Air Quality Program, 909 Elmerton Avenue, Harrisburg, PA 17110.*

*Contact: Thomas Hanlon, Facilities Permitting Chief, 717-705-4862, Virendra Trivedi, New Source Review Chief, 717-705-4863, or William Weaver, Regional Air Quality Manager, 717-705-4702.*

**29-03001: JLG Equipment Services, Inc.** (1 JLG Drive, McConnellsburg, PA 17233-9502) on July 26, 2016, for the lift product and tow truck manufacturing and servicing facility located in Ayr Township, **Fulton County**. The State-Only Permit was renewed.

**38-05027: Pennsy Supply, Inc.** (1001 Paxton Street, PO Box 3331, Harrisburg, PA 17105-3331) on August 2,

2016, for the batch asphalt plant located in North Annville Township, **Lebanon County**. The State-Only Permit was renewed.

**05-03005: Kennametal, Inc.** (442 Chalybeate Road, Bedford, PA 15522-8637) on July 26, 2016, for the steel foundry located in Bedford Township, **Bedford County**. The State-Only Permit was renewed.

**07-03049: HarbisonWalker Int'l, Inc.** (2929 Quarry Road, Claysburg, PA 16625-9739) on July 20, 2016, for the refractory material manufacturing facility located in Greenfield Township, **Blair County**. The State-Only Permit was renewed.

*Northcentral Region: Air Quality Program, 208 West Third Street, Williamsport, PA 17701.*

*Contact: Muhammad Q. Zaman, Environmental Program Manager—Telephone: 570-327-3648.*

**41-00087: Knight Confer Funeral Home, Inc.** (1914 Memorial Avenue, Williamsport, PA 17701) on August 4, 2016, issued a State-Only Operating Permit for their facility located in Williamsport, **Lycoming County**. The State-Only Operating Permit contains all applicable regulatory requirements including monitoring, recordkeeping and reporting conditions.

*Southwest Region: Air Quality Program, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

*Contact: Tom Joseph, P.E., Engineering Manager—Telephone: 412-442-4336.*

**OP-30-00203: Sharp Paving Inc.** (P.O. Box 156, 7425 Route 422 Hwy, Shelocta, PA 15774-0156) State-Only Operating Permit renewal issuance date effective August 9, 2016, for their Shelocta Asphalt Paving plant located in Armstrong Township, **Indiana County**.

*Northwest Region: Air Quality Program, 230 Chestnut Street, Meadville, PA 16335-3481.*

*Contact: Matt Williams, Facilities Permitting Chief at Telephone: 814-332-6940.*

**33-00107: Beverage Air Corporation** (119 Progress Street, Brookville, PA 15825) on August 3, 2016, the Department issued a renewal of the State-Only Operating Permit for the commercial refrigeration equipment manufacturing facility located in Brookville Boro, **Jefferson County**. The sources at the facility include dip coating metallic parts (Source 107), wipe down of sheet metal and metal parts with solvent (Source 101), powder coatings which are baked onto the part in a natural gas-fired curing oven (Source 102), miscellaneous gas usage (Source 031), an emergency natural gas fired generator (Source 103), and a parts washer for the maintenance department (Source 108). The facility is a natural minor. The emergency generator is subject to the requirements of 40 CFR 60 Subpart JJJJ—Standards of Performance for Stationary Spark Ignition Internal Combustion Engines. The renewal permit contains the requirements of Plan Approval 33-107A, emission restrictions, recordkeeping, work practice, and additional requirements to ensure compliance with the Clean Air Act and the Air Pollution Control Act.

**10-00288: Bear Metallurgical Manufacturing** (679 East Butler Road, Butler, PA 16002-9127) on August 3, 2016, the Department issued the State-Only Operating Permit for the ferroalloy production facility located in Summit Township, **Butler County**. The sources at the facility include the ferroalloy product line controlled by a

baghouse, the ferroalloy co-product line controlled by a baghouse, a remote reservoir parts cleaner, and additional trivial sources. The facility is a natural minor. The potential particulate emissions from the facility after control are 1.02 TPY. The potential VOC emissions from the facility are 0.32 TPY. The renewal permit contains the requirements of Plan Approval 10-307-041A and 10-288A, emission restrictions, recordkeeping, work practice, and additional requirements to ensure compliance with the Clean Air Act and the Air Pollution Control Act.

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**Operating Permit Revisions Issued including Administrative Amendments, Minor Modifications or Transfers of Ownership under the Air Pollution Control Act and 25 Pa. Code §§ 127.412, 127.450, 127.462 and 127.464.**

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*Southeast Region: Air Quality Program, 2 East Main Street, Norristown, PA 19401.*

*Contact: Janine Tulloch-Reid, Facilities Permitting Chief—Telephone: 484-250-5920.*

**46-00224: Nationwide Mutual Insurance Company**, (355 Maple Ave, Harleysville, PA 19438) on August 1, 2016, to incorporate a change of ownership from Harleysville Mutual Insurance Company to Nationwide Mutual Insurance Company for Lower Salford Township, **Montgomery County**.

**46-00032: SPS Technologies LLC** (301 Highland Ave, Jenkintown, PA 19046-2630) on August 1, 2016, to incorporate a change of responsible official from Bill Comeau (General Manager) to Blake Ray (VP & General Manager) located in Abington Township, **Montgomery County**.

**23-00003: Monroe Energy, LLC** (4101 Post Road, Trainer, PA 19061) on August 3, 2016, for the incorporation of Plan Approvals 23-0003S and 23-0003AA into the Title V Operating Permit for their facility located in Trainer Borough, **Delaware County**.

**46-00035: GlaxoSmithKline, LLC** (709 Swedeland Rd., King of Prussia, PA 19406) on August 5, 2016, for a minor modification the Title V Operating Permit to change the requirements for an engine from emergency use to non-emergency use for their facility located in Upper Merion Township, **Montgomery County**.

*Northwest Region: Air Quality Program, 230 Chestnut Street, Meadville, PA 16335-3481.*

*Contact: Dave Balog, New Source Review Chief—Telephone: 814-332-6940.*

**24-00127: National Fuel Gas Supply Lamont Station** (6363 Main Street, Williamsville, NY 14221-5887) on August 2, 2016, issued an administrative amendment to the Title V Operating Permit for the facility located in Jones Township, **Elk County**. The amendment incorporates the change in responsible official.

**62-00141: National Fuel Gas Supply Roystone Station** (6363 Main Street, Williamsville, NY 14221-5887) on August 3, 2016, issued an administrative amendment to the Title V Operating Permit for the facility located in Sheffield Township, **Warren County**. The amendment incorporates the change in responsible official.

## ACTIONS ON COAL AND NONCOAL MINING ACTIVITY APPLICATIONS

**Actions on applications under the Surface Mining Conservation and Reclamation Act (52 P.S. §§ 1396.1—1396.19a); the Noncoal Surface Mining Conservation and Reclamation Act (52 P.S. §§ 3301—3326); The Clean Streams Law; the Coal Refuse Disposal Control Act (52 P.S. §§ 30.51—30.66); and The Bituminous Mine Subsidence and Land Conservation Act (52 P.S. §§ 1406.1—1406.20a).** The final action on each application also constitutes action on the NPDES permit application and, if noted, the request for a Section 401 Water Quality Certification. Mining activity permits issued in response to applications will also address the application permitting requirements of the following statutes: the Air Quality Pollution Act (35 P.S. §§ 4001—4014); the Dam Safety and Encroachments Act (32 P.S. §§ 693.1—693.27); and the Solid Waste Management Act (35 P.S. §§ 6018.101—6018.1002).

### Coal Permits Issued

*California District Office: 25 Technology Drive, Coal Center, PA 15423, 724-769-1100.*

**30841312 and NPDES No. PA0013790. The Monongalia County Coal Company**, (46226 National Road, Saint Clairsville, OH 43950). To transfer the permit for the Monongalia County Mine in Wayne, Jackson and Gilmore Townships, **Greene County** and related NPDES permit from Consolidation Coal Company, Blacksville Mine No. 2 to the Monongalia County Coal Company, Monongalia County Mine. No additional discharges. The application was considered administratively complete on January 8, 2016. Application received August 7, 2015. Permit issued July 29, 2016.

*Moshannon District Mining Office: 186 Enterprise Drive, Philipsburg, PA 16866, 814-342-8200.*

**17100108 and NPDES PA0257362. Waroquier Coal, Company** (P.O. Box 128, Clearfield, PA 16830). Permit renewal for continued operation and restoration of a bituminous surface mine located in Beccaria Township, **Clearfield County** affecting 61.0 acres. Receiving stream(s): Dotts Run, Blue Run, and Unnamed Tributaries to Clearfield Creek classified for the following use(s): CWF. There are no potable water supply intakes within 10 miles downstream. Application received: December 21, 2015. Permit issued: July 22, 2016.

*Pottsville District Mining Office: 5 West Laurel Boulevard, Pottsville, PA 17901, 570-621-3118.*

**Permit No. 40663034C6. Pagnotti Enterprises, Inc.**, (46 Public Square, Suite 600, Wilkes-Barre, PA 18701), correction to update the operational plan of an existing anthracite surface mine and coal refuse reprocessing operation in Foster Township, **Luzerne County** affecting 347.3 acres, receiving stream: Oley Creek. Application received: December 5, 2014. Correction issued: August 2, 2016.

**Permit No. 40663034R6 and NPDES Permit No. PA0225215. Pagnotti Enterprises, Inc.**, (46 Public Square, Suite 600, Wilkes-Barre, PA 18701), renewal of an existing anthracite surface mine, coal refuse reprocessing operation and NPDES permit for discharge of treated



mine drainage in Foster Township, **Luzerne County** affecting 347.3 acres, receiving stream: Oley Creek. Application received: February 29, 2016. Renewal issued: August 2, 2016.

**Permit No. 54890102C8. White Pine Coal Co., Inc.**, (PO Box 59, Ashland, PA 17921), correction for a pit length variance to an existing anthracite surface mine, coal refuse reprocess, refuse disposal operation and include a GP12 in Reilly, Cass and Foster Townships, **Schuylkill County** affecting 729.78 acres, receiving streams: Muddy Branch and unnamed tributary to Swatara Creek. Application received: April 1, 2016. Correction issued: August 4, 2016.

**Permit No. 54-305-036GP12. Michael Coal Company**, (PO Box 8, Williamstown, PA 17098), general operating permit to operate a coal preparation plant on White Pine Coal Co., Inc.'s Surface Mining Permit No. 54890102 in Reilly, Cass and Foster Townships, **Schuylkill County**. Application received: April 1, 2016. Permit issued: August 4, 2016.

**Permit No. 49871601R5. Calvin V. Lenig Coal Prep & Sales, Inc.**, (5860 SR 225, Shamokin, PA 17872), renewal of an existing anthracite coal preparation plant operation in Little Mahanoy Township, **Northumberland County** affecting 3.2 acres, receiving streams: Mahanoy Creek and unnamed tributary to Mahanoy Creek. Application received: April 25, 2016. Renewal issued: August 5, 2016.

**Permit No. PAM111029R. Calvin V. Lenig Coal Prep & Sales, Inc.**, (5860 SR 225, Shamokin, PA 17872), renewal of General NPDES Stormwater Permit for stormwater discharges associated with mining activities on Surface Mining Permit No. 49871601 in Little Mahanoy Township, **Northumberland County**, receiving stream: Mahanoy Creek and unnamed tributary to Mahanoy Creek. Application received: April 25, 2016. Permit issued: August 5, 2016.

**Permit No. 40150201. Newport Aggregate, Inc.**, (76 Main Road, Glen Lyon, PA 18617), commencement, operation and restoration of an anthracite coal refuse reprocessing operation in Conyngham and Newport Townships, **Luzerne County** affecting 78.0 acres, receiving stream: Susquehanna River. Application received: November 2, 2015. Permit issued: August 8, 2016.

**Permit No. PAM115040. Newport Aggregate, Inc.**, (76 Main Road, Glen Lyon, PA 18617), General NPDES Stormwater Permit for stormwater discharges associated with mining activities on Surface Mining Permit No. 40150201 in Conyngham and Newport Townships, **Luzerne County**, receiving stream: Susquehanna River. Application received: November 2, 2015. Permit issued: August 8, 2016.

#### *Noncoal Permits Issued*

*Cambria District Mining Office: 286 Industrial Park Road, Ebensburg, PA 15931, 814-472-1900.*

**Permit No. 31000301 and NPDES Permit No. PA00599174, New Enterprise Stone & Lime Co., Inc.**, P.O. Box 77, New Enterprise, PA 16664, renewal of NPDES Permit, Cromwell Township, **Huntingdon County**. Receiving stream: Shade Creek, classified for the following use: trout stocked fishes. There are no potable water supply intakes within 10 miles downstream. NPDES renewal application received: February 17, 2016. Permit issued: August 2, 2016.

**Permit No. 019303032 and NPDES Permit No. PA0223239, Specialty Granules, Inc.**, 1455 Old Waynesboro Road, Blue Ridge Summit, PA 17214, renewal of NPDES Permit, Hamiltonban Township, **Adams County**. Receiving streams: unnamed tributaries to Toms Creek, classified for the following use: high quality cold water fishes. There are no potable water supply intakes within 10 miles downstream. NPDES renewal application received: March 7, 2014. Permit issued: July 11, 2016.

*Moshannon District Mining Office: 186 Enterprise Drive, Philipsburg, PA 16866, 814-342-8200.*

**17082801. Leslie A. Munn** (45 Horseshoe Drive, Penfield, PA 15849). Final bond release for a small industrial minerals surface mine, located in Huston Township, **Clearfield County**. Restoration of 2.0 acres completed. Receiving stream(s): Bennetts Branch. Application received: June 27, 2016. Final bond release approved: August 3, 2016.

*New Stanton District Office: 131 Broadview Road, New Stanton, PA 15672, 724-925-5500.*

**03950301 and NPDES Permit No. PA0201359. Glacial Sand & Gravel Company** (P.O. Box 1022, Kittanning, PA 16201). NPDES permit renewal issued for continued mining to an existing noncoal surface mine, located in East Franklin Township, **Armstrong County**, affecting 310 acres. Receiving streams: unnamed tributaries to the Allegheny River. Application received: November 23, 2015. Renewal permit issued: August 2, 2016.

*Pottsville District Mining Office: 5 West Laurel Boulevard, Pottsville, PA 17901, 570-621-3118.*

**Permit No. 58160806. World for Christ Crusade, Inc.**, (1005 Union Valley Road, West Milford, NJ 07480), Commencement, operation and restoration of a quarry operation in Dimock Township, **Susquehanna County** affecting 5.0 acres, receiving stream: no discharge to Stevens Creek Watershed and Burdick Creek Watershed. Application received: March 31, 2016. Permit issued: August 4, 2016.

**Permit No. PAM116014. World for Christ Crusade, Inc.**, (1005 Union Valley Road, West Milford, NJ 07480), General NPDES Stormwater Permit for stormwater discharges associated with mining activities on Surface Mining Permit No. 58160806 in Dimock Township, **Susquehanna County**, receiving stream: no discharge to Stevens Creek Watershed and Burdick Creek Watershed. Application received: March 31, 2016. Permit issued: August 4, 2016.

#### **ACTIONS ON BLASTING ACTIVITY APPLICATIONS**

**Actions on applications under the Explosives Acts of 1937 and 1957 and 25 Pa. Code § 211.124. Blasting activity performed as part of a coal or noncoal mining activity will be regulated by the mining permit for that coal or noncoal mining activity.**

#### *Blasting Permits Issued*

*Moshannon District Mining Office: 186 Enterprise Drive, Philipsburg, PA 16866, 814-342-8200.*

**14164107. Wampum Hardware Company** (2856 Stoystown Rd, Friedens, PA 15541). Blasting for residential development in Spring Township, **Centre County** with an expiration date of December 31, 2016. Permit issued: August 8, 2016.

*New Stanton District Office: 131 Broadview Road, New Stanton, PA 15672, 724-925-5500.*

**30164101. Wampum Hardware Co.** (636 Paden Road, New Galilee, PA 16141). Blasting activity permit for the construction of the Rough Hollow Pad, to conduct seismic activity located in Washington Township, **Greene County** with an exploration date of December 31, 2016. Blasting permit issued: August 3, 2016.

*Pottsville District Mining Office: 5 West Laurel Boulevard, Pottsville, PA 17901, 570-621-3118.*

**Permit No. 22160107. Maine Drilling & Blasting, Inc.**, (P.O. Box 1140, Gardiner, ME 04345), construction blasting for Stray Wind Farms in Lower Paxton Township, **Dauphin County** with an expiration date of July 21, 2017. Permit issued: August 2, 2016.

**Permit No. 36164146. Douglas Explosives, Inc.**, (PO Box 77, Philipsburg, PA 16866), construction blasting for Manheim Sheet Gas Tankhole in Penn Township, **Lancaster County** with an expiration date of December 30, 2016. Permit issued: August 2, 2016.

**Permit No. 36164147. Keystone Blasting Service**, (15 Hopeland Road, Lititz, PA 17543), construction blasting for Daniel Stoltzfus manure pit in East Lampeter Township, **Lancaster County** with an expiration date of October 30, 2016. Permit issued: August 2, 2016.

**Permit No. 36164148. Keystone Blasting Service**, (15 Hopeland Road, Lititz, PA 17543), construction blasting for Nolt Services waste storage pit in Ephrata Township, **Lancaster County** with an expiration date of September 30, 2016. Permit issued: August 2, 2016.

**Permit No. 36164149. Keystone Blasting Service**, (15 Hopeland Road, Lititz, PA 17543), construction blasting for Tru Hotel in East Lampeter Township, **Lancaster County** with an expiration date of December 30, 2016. Permit issued: August 2, 2016.

**Permit No. 38164112. Maine Drilling & Blasting, Inc.**, (P.O. Box 1140, Gardiner, ME 04345), construction blasting at 716 West Main Street in South Annville Township, **Lebanon County** with an expiration date of July 25, 2017. Permit issued: August 2, 2016.

**Permit No. 38164113. Keystone Blasting Service**, (15 Hopeland Road, Lititz, PA 17543), construction blasting for Curvin Newswenger barn in Millcreek Township, **Lebanon County** with an expiration date of August 30, 2016. Permit issued: August 2, 2016.

**Permit No. 45164105. Explosive Services, Inc.**, (7 Pine Street, Bethany, PA 18431), construction blasting for Eagle Ridge in Smithfield Township, **Monroe County** with an expiration date of July 12, 2017. Permit issued: August 2, 2016.

**Permit No. 67164109. Keystone Blasting Service**, (15 Hopeland Road, Lititz, PA 17543), construction blasting for Log Cabin Mobile Home Park in Lower Windsor Township, **York County** with an expiration date of August 30, 2016. Permit issued: August 2, 2016.

**Permit No. 09164108. Rock Work, Inc.**, (1257 DeKalb Pike, Blue Bell, PA 19422), construction blasting for 1325 Old Plains Road in Milford Township, **Bucks County** with an expiration date of September 30, 2016. Permit issued: August 5, 2016.

**Permit No. 09164109. Rock Work, Inc.**, (1257 DeKalb Pike, Blue Bell, PA 19422), construction blasting for Pennland Farms in Bedminster Township, **Bucks**

**County** with an expiration date of December 31, 2016. Permit issued: August 5, 2016.

**Permit No. 09164110. Rock Work, Inc.**, (1257 DeKalb Pike, Blue Bell, PA 19422), construction blasting for a development on Barclay Road in New Britain Township, **Bucks County** with an expiration date of August 30, 2017. Permit issued: August 5, 2016.

**Permit No. 36164150. M & J Explosives, LLC**, (P.O. Box 1248, Carlisle, PA 17013), construction blasting for Rutters Farm Store 70 in Strasburg Borough, **Lancaster County** with an expiration date of August 2, 2017. Permit issued: August 5, 2016.

## FEDERAL WATER POLLUTION CONTROL ACT SECTION 401

The Department has taken the following actions on previously received permit applications, requests for Environmental Assessment approval and requests for Water Quality Certification under section 401 of the Federal Water Pollution Control Act (FWPCA) (33 U.S.C.A. § 1341).

Except as otherwise noted, the Department has granted 401 Water Quality Certification certifying that the construction and operation described will comply with sections 301—303, 306 and 307 of the FWPCA (33 U.S.C.A. §§ 1311—1313, 1316 and 1317) and that the construction will not violate applicable Federal and State water quality standards.

Persons aggrieved by an action may appeal that action to the Environmental Hearing Board (Board) under section 4 of the Environmental Hearing Board Act and 2 Pa.C.S. §§ 501—508 and 701—704. The appeal should be sent to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, PO Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania AT&T Relay Service, (800) 654-5984. Appeals must be filed with the Board within 30 days of publication of this notice in the *Pennsylvania Bulletin* unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create a right of appeal beyond that permitted by applicable statutes and decisional law.

For individuals who wish to challenge an action, the appeal must reach the Board within 30 days. A lawyer is not needed to file an appeal with the Board.

Important legal rights are at stake, however, so individuals should show this notice to a lawyer at once. Persons who cannot afford a lawyer may qualify for free pro bono representation. Call the Secretary to the Board at (717) 787-3483 for more information.

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**Actions on applications for the following activities filed under the Dam Safety and Encroachments Act (32 P.S. §§ 693.1—693.27), section 302 of the Flood Plain Management Act (32 P.S. § 679.302) and The Clean Streams Law and Notice of Final Action for Certification under section 401 of the FWPCA.**

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*Permits, Environmental Assessments and 401 Water Quality Certifications Issued:*

**WATER OBSTRUCTIONS AND ENCROACHMENTS**

*Southeast Region: Waterway and Wetlands Program Manager, 2 East Main Street, Norristown, PA 19401, Telephone 484-250-5900.*

**E15-867. The Cutler Group, Inc.**, 5 Apollo Road, Suite 1, Plymouth Meeting, PA 19462, East Pikeland Township, **Chester County**, ACOE Philadelphia District.

To construct and maintain two outfall structures within the 100-year floodway of an Unnamed Tributary to Sandy Run (HQ, TSF).

The site is located near the intersection of Snyder Avenue and Township Line Road (Phoenixville, PA, Latitude: 40.1493, Longitude: -75.5412).

The issuance of this permit also constitutes approval of a Water Quality Certification under Section 401 of the Federal Water Pollution Control Act (33 U.S.C.A. § 1341(a)).

**EA46-022. PECO Energy Company**, 2301 Market Street, S7-2, Philadelphia, PA 19103, Whitmarsh Township, **Montgomery County**, ACOE Philadelphia District.

To perform water obstruction and encroachment activities within and along approximately 31 linear feet of an unnamed tributary to Sandy Run (Ephemeral, TSF, MF) and within approximately 0.01 acre of an emergent/forested (PEM/PFO) wetland. The proposed activities include remediation involving the excavation of contaminated soils from both the stream and wetland.

The site is located between Pennsylvania Avenue and Station Avenue, Fort Washington, PA 19034 (Ambler, PA USGS Quadrangle, Latitude 40.135234 N"; Longitude -75.210037 W").

*The issuance of this permit also constitutes approval of a Water Quality Certification under Section 401 of the Federal Water Pollution Control Act (33 U.S.C.A. § 1341(a)).*

*Southcentral Region: Waterways & Wetlands Program, 909 Elmerton Avenue, Harrisburg, PA 17110, Ed Muzic, Section Chief, 717.705.4802.*

**E36-941: Borough of Marietta**, 111 East Market Street, Marietta, PA 17547 in the Borough of Marietta, **Lancaster County**, U.S. Army Corps of Engineers Baltimore District.

To install and maintain a 95 foot long, 10 foot wide, wood and steel bridge, having an under clearance of 13.2 feet above Evans Run (WWF, MF) (Latitude: 40° 03' 16"; Longitude: -76° 33' 42") in the Borough of Marietta, Lancaster County. No wetlands will be impacted. The permit was issued on August 4, 2016.

*Northcentral Region: Waterways & Wetlands Program Manager, 208 West Third Street, Williamsport, PA 17701, 570-327-3636.*

**E41-674. Transcontinental Gas Pipe Line Company**, 99 Farber Road, Princeton, NJ 08540. Muncy Creek Stabilization in Wolf Township, **Lycoming County**, ACOE Baltimore District (Picture Rocks, PA Quadrangle Lat: 41° 16' 13.8"; Long: -76° 42' 56.6").

Transco has applied for a Small Projects-Joint Permit Application to construct, operate and maintain existing gas line along Muncy Creek in Wolf Township, Lycoming County. The project is proposing to conduct maintenance and stabilization activities on two exposed pipelines. The pipelines, Leidy Line "A" and "B," are two of four pipelines at this crossing, and have become exposed in the west side of the channel due to increase erosion of the stream bed and bank. Transco is proposing to install a rock arch weir as a grade control structure. In addition, the exposed pipes will be recoated and streambank protection will be added along the western bank.

The project proposes to have the following impacts:

ID	Stream Name	Chapter 93 Classification	Temporary Impact area Length (LF)	Permanent Impact area Length (LF)	Latitude/ Longitude
Rock Weir	Muncy Creek	TSF, MF	0	240	41° 16' 13.8" 76° 42' 56.6"

The total estimated permanent stream disturbance for the project is approximately 17,535 SF of permanent impacts.

The proposed crossings will not permanently impact cultural or archaeological resources, national/state/local parks, forests recreational areas, landmarks wildlife refuge, or historical sites. Muncy Creek is classified with a designated use of Trout Stocked Fishery (TSF).

**E14-566. Moshannon Valley Joint Sewer Authority**, 829 N 9th St, Philipsburg, PA 16866-2327. Headworks Project, in Rush Township, **Centre County**, ACOE Baltimore District (Philipsburg, PA Quadrangle N: 40.905528°; W: -78.221094°).

To construct and maintain: 1) a 1,100 square foot (30' 8" x 36' 2") headworks facility building on top of 77 cubic yards of clean earth fill, 2) 83 cubic yards of earthwork cut to create a grass covered depressed area downstream and adjacent to the building to offset the fill from the headwork facility, 3) and approximately 316 linear feet of sewer main placed underground in the right 100-year FEMA mapped flood plain of Moshannon Creek in order

to provide mechanical screening to incoming raw sewage This permit was issued under Section 105.13(e) "Small Projects."

**E18-499. Lock Haven University**, 112 Facilities Building, 95 West Fourth Street, Lock Haven, PA 17745. Lock Haven University's Foundation Field, in Woodward Township, **Clinton County**, ACOE Baltimore District (Lock Haven, PA Quadrangle N: 41° 08' 57.65"; W: -77° 27' 28.16").

To construct and maintain the following improvements: 1) an underground electrical service from the existing service at the baseball field scoreboard to the site of the new double sided scoreboard; 2) various at-grade concrete pads to provide a stable bases for: an elevated press box, portable shade shelters, a 2-sided score board, a portable press box and portable bleachers; 3) a 41.5 foot long by 12.0 foot wide press box elevated to an elevation of 576.14 feet on eight 6 inch by 6 inch galvanized cross-braced support framing along with a galvanized outside stair case and separated support framing; 4) an at-grade 2 acre gravel parking lot; 5) in-ground placement of four (4)

pipes, the tops of which will be 5 inches below grade. These pipes will be used to temporarily secure goal posts during the games. 6) Modification of previously proposed scoreboards and press box to permanent structures with bottom elevations above the critical elevations; 7) Underground electric and data cabling for press box and 4 foot high portable fence chain link fence (800 LF) located between SR 1001 (Farrandsville Rd) and the West Branch of the Susquehanna River and along both sides of Havenview Drive in the left floodplain of the West Branch of the Susquehanna River, which is a WWF (Warm Water Fishery). This permit was issued under Section 105.13(e) "Small Projects."

**E14-568. Fisher Waterwheel, Daniel B. Fisher**, 106 Toy Cow Lane, Aaronsburg, PA 16820. Fisher Water Wheel, in, ACOE Baltimore District (Millheim, PA Quadrangle N: 40.904984°; W: -77.403267).

To: construct and maintain: 1) a 30-inch wide by 30-inch long by 12-inch high wedge shaped screened water intake, a flow restrictor plate and one full depth clay trench plug located 15 feet downstream of the intake, 2) bury 1,000 linear feet of 12-inch diameter pipe in the right riparian area, to carry water down gradient to a, 3) 10-foot 5-inch diameter water wheel to pump air inside of a 14-foot wide by 14-foot wide by 13-foot deep enclosed concrete building, with 4) a 15-inch discharge pipe buried for 300 feet to a 5) rock outlet apron in the right floodway of an unnamed tributary of Pine Creek. The pumped air will be used instead of electricity to operate farm machinery. This project proposes to permanently impact 5 linear feet of an unnamed tributary of Pine Creek, which is classified as an Exceptional Value Fishery. This permit was issued under Section 105.13(e) "Small Projects." This permit also includes 401 Water Quality Certification.

*Southwest Region: Waterways and Wetlands Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.*

**E04-349-A1, Center Township Water Authority**, 224 Center Grange Road, Aliquippa, PA 15001, Center Township and Potter Township, **Beaver County**, Pittsburgh ACOE District.

Has been given consent to:

Amend Permit No. E04-349 (which authorized the construction and maintenance of: 1) a temporary dock, pumping facilities and three (3) intake structures within the Ohio River; 2) Two (2) permanent, water intake structures within the Ohio River; 3) a 28' diameter concrete caisson, access drive, parking area, and support facilities, within the floodplain of the Ohio River; 4) multiple utility line crossings of several tributaries to the Ohio River; 5) an outfall structure in the Ohio River; 6) an 18" CPP stormwater outfall structure in a UNT to Rag Run; and 7) the placement and maintenance of fill within the 100-year floodplain of the Ohio River), to:

1. Construct and maintain a 20' diameter, temporary river intake caisson, consisting of sheet piles, on the bank of the Ohio River (WWF, N), to house pumps; and
2. Construct and maintain a temporary, 24" diameter intake pipe, which will extend 110' into the Ohio River, and will have a passive screen with a slot size of 0.1-inch and an intake velocity of 0.5 fps, to withdraw approximately 2.5 million gallons per day (MGD).
3. Place rip-rap along left Ohio River bank.

These temporary structures will be constructed and maintained in place of the previously authorized temporary dock, pumping facilities and three (3) intake structures, in association with the construction of a new surface water treatment facility, to replace the Authority's existing groundwater wells and treatment plant, which serves as a community public water supply. The overall impacts from this project will remain the same, which will cumulatively impact approximately 558' of various watercourses, and is located in and along the Ohio River, approximately 3,420' upstream from where the Beaver Valley Expressway (I-376) crosses over the Ohio River (Beaver, PA USGS 7.5 minute Topographic Quadrangle; Latitude: 40° 40' 51"; Longitude: -80° 19' 7"; Sub-basin: 20G), in Potter Township, Beaver County. (The new treatment plant will be in Center Township, Beaver County).

*Northwest Region: Waterways and Wetlands Program Manager, 230 Chestnut Street, Meadville, 16335.*

**E61-299, Tennessee Gas Company, LLC**, 1001 Louisiana Street, Suite 1000, Houston, TX 77002. Excelon Handsome Lake Lateral Project, in Rockland Township, **Venango County**, ACOE Pittsburgh District.

To conduct the following activities associated with the construction of a 1.28 mile, 10 inch diameter natural gas pipeline and meter station from the existing Tennessee Gas Pipeline Line 300 (Kennerdell, PA Quadrangle N: 41°, 18', 17.9"; W: 79°, 47', 54.7") to the Handsome Lake Generating Station (Kennerdell, PA Quadrangle N: 41°, 17', 27.2"; W: 79°, 48', 18.5") in Rockland Township, Venango County:

1. to temporarily impact a total of 0.24 acre of 8 wetland areas for the ROW and installation of 5 pipeline wetland crossings.
2. to permanently convert 0.17 acre of EV PFO wetland to PEM and 0.11 acre of PSS wetland to PEM within the maintained ROW.
3. to temporarily impact 6.9 LF of stream for the installation of 4 pipeline stream crossings (3 of which are <100 acre drainage area) and ROW.

Mitigation for project impacts will occur by enhancing 0.9 acre of existing wetland through a combination of tree/shrub planting and invasive species control at a mitigation site operated by Resource Environmental Solutions (Cambridge Springs PA Quadrangle N: 41°, 50', 26"; W: 80°, 06', 23") in Venango Township, Crawford County.

*District Oil and Gas Operations: Eastern Oil & Gas District, 208 West Third Street, Suite 101, Williamsport, PA.*

**E5929-053: SWEPI LP**, 2100 Georgetown Drive, Suite 400, Sewickley, PA 15143, Charleston and Covington Townships, **Tioga County**, ACOE Baltimore District.

To construct, operate, and maintain:

- 1) A temporary road crossing using a wood mat bridge, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 380 square feet of a palustrine emergent (PEM) wetland (Cherry Flats, PA Quadrangle 41°45'10"N, 77°11'34"W);
- 2) A temporary road crossing using a wood mat bridge, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 3,617 square feet of an exceptional value palustrine emergent (EV-PEM) wetland (Cherry Flats, PA Quadrangle 41°44'57"N, 77°11'32"W);

3) A temporary road crossing using a 20 foot long, 12 inch diameter corrugated metal pipe, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 61 linear feet of an unnamed tributary to Elk Run (CWF) (Crooked Creek, PA Quadrangle 41°44'09"N, 77°11'25"W);

4) A temporary road crossing using a 20 foot long, 18 inch diameter corrugated metal pipe, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 62 linear feet of an unnamed tributary to Elk Run (CWF) and 877 square feet of an exceptional value palustrine emergent (EV-PEM) wetland (Cherry Flats, PA Quadrangle 41°44'03"N, 77°11'08"W);

5) A temporary road crossing using a 20 foot long, 18 inch diameter corrugated metal pipe, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 73 linear feet of an unnamed tributary to Elk Run (CWF) (Cherry Flats, PA Quadrangle 41°43'57"N, 77°11'08"W);

6) A temporary road crossing using a wood mat bridge, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 1,469 square feet of an exceptional value palustrine open water (EV-POW) wetland (Cherry Flats, PA Quadrangle 41°43'42"N, 77°11'03"W);

7) A temporary road crossing using 20 foot long, 42 inch diameter corrugated metal pipes, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 101 linear feet of Elk Run (CWF) (Cherry Flats, PA Quadrangle 41°43'41"N, 77°11'02"W);

8) A temporary road crossing using a wood mat bridge, a 12 inch diameter natural gas gathering line, and a 10 inch diameter waterline impacting 1,481 square feet of a palustrine emergent (PEM) wetland (Cherry Flats, PA Quadrangle 41°43'10"N, 77°10'31"W);

9) A temporary road crossing using a wood mat bridge impacting 202 square feet of an exceptional value palustrine emergent (EV-PEM) wetland (Cherry Flats, PA Quadrangle 41°43'06"N, 77°10'34"W).

The project will result in 297 linear feet of temporary stream impacts and 8,026 square feet (0.18 acre) of temporary wetland impacts all for the purpose of install-

ing a natural gas gathering line and associated access roads in Charleston and Covington Township, Tioga County.

**E5729-085: Appalachia Midstream Services, LLC**, 400 IST Center, Suite 404, Horseheads, NY, 14845; Elkland Township, **Sullivan County**, USACE Baltimore District.

To construct, operate, and maintain:

(1) A temporary road crossing using timber mats and an 8 inch diameter gas line impacting 158 linear feet of an unnamed tributary to Mill Creek (EV) (Overton, PA Quadrangle 41°33'23"N, 76°35'36"W);

(2) A temporary road crossing using timber mats and an 8 inch diameter gas line impacting 6,786 square feet of an exceptional value palustrine forested (EV-PFO) wetland (Overton, PA Quadrangle 41°33'19"N, 76°35'27"W).

The project will result in 6,786 square feet (0.15 acre) of permanent wetland impacts and approximately 158 linear feet of temporary stream impacts for the purpose of installing a well line for Marcellus Shale gas development in Elkland Township, Sullivan County. The permittee will provide 0.32 acre of compensatory mitigation for forested wetland impacts at an offsite location (Overton, PA Quadrangle 41°33'44"N 76°34'31"W) in Elkland Township, Sullivan County.

*Northwest Region: Oil and Gas Program Manager, 230 Chestnut Street, Meadville, PA 16335; 814-332-6860.*

**E24-08-009/E42-08-020, Seneca Resource Corporation**, 51 Zents Boulevard Brookeville, PA 15825. D08-U natural gas production well site and associated access road in Jones/Sergeant Townships, **Elk/McKean Counties**, Army Corps of Engineers Pittsburgh District (Wildwood Fire Tower, PA Quadrangle N: 41.603358; W: -78.466618).

The applicant proposes to construct and maintain a natural gas production well pad, valve site, well connect, associated access road and temporary waterline. Water obstructions and encroachments are located only in McKean County. The water obstructions and encroachments are described below. Total permanent linear feet of impact to streams are 81 feet and total permeant impacts to wetlands are 529 square feet (0.01 acre). Temporary impacts to wetlands total 144 square feet (0.003 acre).

To construct and maintain:

<i>Impact No.</i>	<i>Description of Impact</i>	<i>Latitude / Longitude</i>
1	One (1) permanent single span bridge crossing for the well pad access road and a temporary waterline to impact 50 linear feet of stream and 233 square feet of permeant wetland impact.	41.603358 -78.466618
2	One (1) permanent single span bridge crossing for the well pad access road and a temporary waterline to impact 31 linear feet of stream and 296 square feet of permeant wetland impact.	41.602948 -78.466522
3	One (1) 96 square feet of temporary wetland impact for construction of access road.	41.6026 -78.4663
4	One (1) 48 square feet of temporary wetland impact for construction of access road.	41.3036 -78.4664

**ENVIRONMENTAL ASSESSMENTS**

*Southcentral Region: Watershed Management Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110, Ed Muzic, Section Chief, 717.705.4802.*

**EA22-021: U.S. Fish and Wildlife Service**, 110 Radner Road, Suite 101, State College, PA 16801 in Lykens Township, **Dauphin County**, U.S. Army Corps of Engineers Baltimore District.

To construct and maintain a stream restoration project along 1,300 feet of Deep Creek (WWF, MF) including 1) two bankfull benches totaling 158 feet in length; 2) 18 log vanes; and 3) the relocation of 264 feet of stream channel. The project is located at the intersection of SR 225 and Luxemburg Road (Pillow, PA Quadrangle, Latitude 40° 37' 47.1" N, Longitude: 76° 47' 29.2" W) in Lykens Township, Dauphin County. No wetlands will be impacted by this project. The approval for this project was issued August 4, 2016.

**EROSION AND SEDIMENT CONTROL**

The following Erosion and Sediment Control permits have been issued.

Persons aggrieved by an action may appeal that action to the Environmental Hearing Board (Board) under section 4 of the Environmental Hearing Board Act and 2 Pa.C.S. §§ 501—508 and 701—704. The appeal should be sent to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, PO Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania AT&T Relay Service, (800) 654-5984. Appeals must be filed with the Board within 30 days of publication of this notice in the *Pennsylvania Bulletin* unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create a right of appeal beyond that permitted by applicable statutes and decisional law.

For individuals who wish to challenge an action, the appeal must reach the Board within 30 days. A lawyer is not needed to file an appeal with the Board.

Important legal rights are at stake, however, so individuals should show this notice to a lawyer at once. Persons who cannot afford a lawyer may qualify for free pro bono representation. Call the Secretary to the Board at (717) 787-3483 for more information.

*Northcentral Region: Waterways & Wetlands Program Manager, 208 W Third Street, Williamsport, PA 17701.*

ESCP 2 # ESG00033160001  
Applicant Name Dominion Transmission, Inc.  
Contact Person  
Address 925 White Oaks Blvd  
City, State, Zip Bridgeport, WV 26330  
County Jefferson  
Township(s) Young Township  
Receiving Stream(s) and Classification(s) Painter Run/  
CWF

ESCP 2 # ESG00033160001  
Applicant Name Dominion Transmission, Inc.  
Contact Person  
Address 925 White Oaks Blvd  
City, State, Zip Bridgeport, WV 26330  
County Elk

Township(s) Banezette Township  
Receiving Stream(s) and Classification(s) Jack Dent  
Branch/HQ, CWF

ESCP 2 # ESG00033160001  
Applicant Name Dominion Transmission, Inc.  
Contact Person  
Address 925 White Oaks Blvd  
City, State, Zip Bridgeport, WV 26330  
County Clearfield  
Township(s) Brady, Union, Huston, Lawrence and Goshen  
Twps  
Receiving Stream(s) and Classification(s) Dressler Run/  
HQ, CWF Coal Run/CWF Medix Run/HQ, CWF  
Luthersburg Branch/CWF Limestone Run/CWF  
Sugarcamp Run/CWF Little Laurel Run/HQ  
Little Medix Run/HQ, CWF Laborde Branch/CWF

*Eastern Region: Oil & Gas Management Program Manager, 208 West Third Street, Williamsport, PA 17701.*

ESCGP-2 # ESX29-115-16-0014  
Applicant Name Williams Field Services Co LLC  
Contact Person Matt Anderson  
Address 310 SR 92 N  
City, State, Zip Tunkhannock, PA 18657  
County Susquehanna  
Township(s) Brooklyn  
Receiving Stream(s) and Classification(s) UNT to Horton  
Ck (CWF-MF)

[Pa.B. Doc. No. 16-1434. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Availability of Technical Guidance**

Technical guidance documents are available on the Department of Environmental Protection's (Department) web site at <http://www.elibrary.dep.state.pa.us/dsweb/HomePage>. The "Technical Guidance Final Documents" heading is the link to a menu of the various Department bureaus where each bureau's final technical guidance documents are posted. The "Technical Guidance Draft Documents" heading is the link to the Department's draft technical guidance documents.

*Ordering Paper Copies of Department Technical Guidance*

The Department encourages the use of the Internet to view and download technical guidance documents. When this option is not available, persons can order a paper copy of any of the Department's draft or final technical guidance documents by contacting the Department at (717) 787-8727.

In addition, bound copies of some of the Department's documents are available as Department publications. Check with the appropriate bureau for more information about the availability of a particular document as a publication.

*Changes to Technical Guidance Documents*

Following is the current list of recent changes. Persons who have questions or comments about a particular document should call the contact person whose name and phone number is listed with each document.

*Final Technical Guidance Document: New Guidance*

*DEP ID: 563-2112-001. Title: Beneficial Use of General Permit (GP) Materials at Active Coal Mines. Description: This guidance explains how the Bureau of Mining Programs implements the beneficial use of materials*

authorized by a Bureau of Waste Management General Permit for a site covered under a coal mining permit. It clarifies the procedure for obtaining approval from the Department to use these materials for coal mine reclamation and the guidelines for making the approval determination. The guidance was published as draft at 46 Pa.B. 3030 (June 11, 2016). No comments were received. No changes were made to the draft document.

*Contact:* Questions regarding this technical guidance document should be directed to Sharon Hill at (717) 787-6842 or [shill@pa.gov](mailto:shill@pa.gov).

*Effective Date:* Saturday, August 20, 2016.

*Final Technical Guidance Document: Substantive Revision*

*DEP ID:* 394-2125-002. *Title:* 4-Log Treatment of Viruses Demonstration Guidance. *Description:* The subject guidance document was developed to help all community water systems and some noncommunity water systems to comply with the Pennsylvania Groundwater Rule that was promulgated on December 26, 2009. The draft document has helped water systems in submitting uniform information for analysis of 4-Log demonstration under the Pennsylvania Groundwater Rule. The compliance dates for community water systems varied by the size of the system and has passed. The document is now used primarily by noncommunity systems on an as needed basis. The revisions include: (1) changes to the titles and form numbers for some of the forms; (2) minor changes to address comment from International Ultraviolet Association (IUA); (3) minor changes to incorporate responses to the comments included in the comment and response document; (4) reference to e-library link for various forms instead of inclusion of those in the guidance document; and (5) inclusion of IUA's comment and response in the comment and response document.

This guidance was published as draft at 41 Pa.B. 307 (January 8, 2011) for a 30-day comment period. Comments were received from IUA and incorporated within the comment and response document. This technical guidance document has been renumbered from 385-2125-001 to reflect a Departmental reorganization.

*Contact:* Questions regarding this technical guidance document should be directed to David Mittner at (717) 787-9633 or [dmittner@pa.gov](mailto:dmittner@pa.gov).

*Effective Date:* Saturday, August 20, 2016.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1435. Filed for public inspection August 19, 2016, 9:00 a.m.]

## Bid Opportunity

**OSM 04(6279)101.1, Abandoned Mine Reclamation Project, Miskita Lake Far SW, South Beaver Township, Beaver County.** The principal items of work and approximate quantities include subsurface drains with cleanouts 800 linear feet, grading 502,000 cubic yards,

wetland seed mix 19.5 pounds, channel excavation 1,925 cubic yards, rock lining 1,487 square yards, seeding 43.2 acres and tree planting 3,540 trees.

This bid issues on September 2, 2016, and bids will be opened on September 29, 2016, at 2 p.m. Bid documents, including drawings in PDF format and Auto-Cad Map 3D format, may be downloaded for free beginning on the issue date from the Department of Environmental Protection at [www.dep.pa.gov/ConstructionContracts](http://www.dep.pa.gov/ConstructionContracts). Bid documents and drawings can also be obtained upon payment of \$22, plus \$8 for postage, which includes sales tax, by calling (717) 787-7820. Auto-Cad Map 3D format drawings can also be purchased on a compact disc (CD) for an additional \$5 per CD. Money will not be refunded. This project is financed by the Federal government under the authority given it by the Surface Mining Control and Reclamation Act of 1977 (act) (30 U.S.C.A. §§ 1201—1328) and is subject to the act and to the Federal grant for this project. Contact the Construction Contracts Section at (717) 787-7820 for more information on this bid.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1436. Filed for public inspection August 19, 2016, 9:00 a.m.]

## Climate Change Action Plan Update

The Department of Environmental Protection (Department) announces that the 2015 Climate Change Action Plan Update (Plan) is now available. The Plan can be accessed through the Public Participation Center on the Department's web site at <http://www.dep.pa.gov/Business/Air/BAQ/ClimateChange/Pages/default.aspx>.

The Pennsylvania Climate Change Act (71 P.S. §§ 1361.1—1361.8) mandates the preparation of an update to the Plan every 3 years. The first update to the Plan was issued in December 2013. With advice from the Climate Change Advisory Committee, the Department has prepared this updated Plan. The updated Plan discusses the reductions in greenhouse gases that have been achieved, provides work plans for additional emission reductions and makes recommendations for legislative action.

Questions regarding the Plan should be directed to Mark Brojakowski at [mbrojakows@pa.gov](mailto:mbrojakows@pa.gov) or (717) 772-3429.

Persons in need of accommodations as provided for in the Americans with Disabilities Act of 1990 should contact the Department at (717) 772-3429 or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD) to discuss how the Department may accommodate their needs.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1437. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Proposed Designation Recommendations for the 2015 Ozone Standards; Public Meetings

Ground-level ozone concentrations above the Federal health-based standard are a serious threat to human health. Ozone also causes damage to crops, forests and wildlife. On October 1, 2015, the United States Environmental Protection Agency (EPA) promulgated revised primary and secondary National Ambient Air Quality Standards (NAAQS) for ozone, which were published at 80 FR 65292 (October 26, 2015). The revised primary ozone NAAQS of 70 parts per billion (ppb) will provide increased protection of public health when compared to the 2008 primary NAAQS of 75 ppb. The revised secondary 8-hour ozone NAAQS of 70 ppb is also expected to provide increased protection of forests, crop yield, plants and wildlife when compared to the 2008 secondary 8-hour NAAQS of 75 ppb.

In accordance with section 107(d)(1) of the Clean Air Act (CAA) (42 U.S.C.A. § 7407(d)(1)), the governor of each state must now submit designation recommendations to the EPA by October 1, 2016, within 1 year of the promulgation of a new or revised NAAQS for any pollutant under section 109 of the CAA (42 U.S.C.A. § 7409). The Commonwealth's designation recommendations for the 2015 8-hour ozone NAAQS are based on air quality monitoring data for 2013–2015, demographic information and other criteria, as recommended by the EPA in its February 25, 2016, memorandum pertaining to "Area Designations for the 2015 Revised Ozone National Ambient Air Quality Standards." The EPA expects to make final designations by October 1, 2017.

The Department of Environmental Protection (Department) is seeking public input on the proposed designation recommendations for the 2015 ozone NAAQS. Based on air quality, demographic information and political boundary factors, the Department is proposing to recommend that:

- Allegheny, Armstrong, Beaver, Butler, Washington, Fayette and Westmoreland Counties be designated as a multicounty nonattainment area.
- Indiana County be designated as a single county nonattainment area.
- Lebanon County be designated as a single county nonattainment area.
- Bucks, Chester, Delaware, Montgomery and Philadelphia Counties be designated as a multicounty interstate nonattainment area.

The Department is proposing to recommend that the remainder of this Commonwealth be designated as unclassifiable/attainment as described in the EPA guidance.

This proposal is available on the Department's web site at <http://www.dep.pa.gov/> or through the following list of contact persons. The Department will hold public informational meetings as follows:

August 24, 2016 11 a.m. Juniata River Room 909 Elmerton Avenue Harrisburg, PA	August 25, 2016 11 a.m. Waterfront A 500 Waterfront Drive Pittsburgh, PA	August 26, 2016 11 a.m. Delaware River Room 2 East Main Street Norristown, PA
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For more information on the public meetings, contact Roma Monteiro at (717) 787-9702 or [rmonteiro@pa.gov](mailto:rmonteiro@pa.gov). Persons with disabilities who wish to attend a meeting and require an auxiliary aid, service or other accommodation to participate in the proceeding should also contact Roma Monteiro. TDD users may contact the Pennsylvania AT&T Relay Service at (800) 654-5984 to discuss how the Department can best accommodate their needs.

The Department must receive all comments on or by Friday, September 2, 2016. Electronic comments should be submitted using the Department's eComment site at [www.ahs.dep.pa.gov/eComment](http://www.ahs.dep.pa.gov/eComment). Written comments can be submitted by e-mail to [ecomment@pa.gov](mailto:ecomment@pa.gov) or by mail to the Policy Office, Department of Environmental Protection, Rachel Carson State Office Building, P.O. Box 2063, Harrisburg, PA 17105-2063.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1438. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Sewage Advisory Committee Meeting Cancellation

The September 14, 2016, meeting of the Sewage Advisory Committee (Committee) has been cancelled. The next meeting will be scheduled at a date to be determined.

Questions concerning the next scheduled meeting of the Committee can be directed to Nicholas Hong at (717) 705-0485 or [nhong@pa.gov](mailto:nhong@pa.gov). The agenda and meeting materials for the next meeting will be available through the Public Participation tab on the Department of Environmental Protection's (Department) web site at <http://www.dep.pa.gov> (select "Public Participation," then "Advisory Committees," then "Water Advisory Committees," then "Sewage Advisory Committee").

Persons in need of accommodations as provided for in the Americans with Disabilities Act of 1990 should contact the Department at (717) 787-0485 or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD) to discuss how the Department may accommodate their needs.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1439. Filed for public inspection August 19, 2016, 9:00 a.m.]



### Small Water Systems Technical Assistance Center Board Rescheduled Meeting and Additional Meeting

The August 30, 2016, meeting of the Small Water Systems Technical Assistance Center Board has been rescheduled for Monday, September 12, 2016, at 9 a.m. in Room 105, Rachel Carson State Office Building, 400 Market Street, Harrisburg, PA 17105-8467. An additional meeting is also scheduled on Monday, November 14, 2016, at 9 a.m. in Room 105, Rachel Carson State Office Building, 400 Market Street, Harrisburg, PA.

Questions concerning the rescheduling of the August 30, 2016, meeting or the November 14, 2016, meeting should be directed to Dawn Hissner, Bureau of Safe Drinking Water at dhissner@pa.gov or (717) 772-2189. The agenda and meeting materials will be available through the Public Participation tab on the Department of Environmental Protection's (Department) web site at <http://www.dep.pa.gov> (select "Public Participation," then "Advisory Committees," then "Water Advisory Committees," then "Small Water Systems Technical Assistance Center").

Persons in need of accommodations as provided for in the Americans with Disabilities Act of 1990 should contact Dawn Hissner at (717) 772-2189, or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD users) or (800) 654-5988 (voice users) to discuss how the Department may accommodate their needs.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1440. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Storage Tank Advisory Committee Meeting Cancellation

The September 6, 2016, meeting of the Storage Tank Advisory Committee (Committee) is cancelled. The next meeting is scheduled for December 6, 2016, at 10 a.m. in Room 105, Rachel Carson State Office Building, 400 Market Street, Harrisburg PA 17105.

Questions concerning the next scheduled Committee meeting can be directed to Charles M. Swokel at (717) 772-5806 or cswokel@pa.gov. The agenda and meeting materials for the December 6, 2016, meeting will be available on the Committee's webpage at <http://www.dep.pa.gov> (select "Public Participation," then "Advisory Committees," then "Cleanup and Brownfields Advisory Committees," then "Storage Tank Advisory Committee").

Persons in need of accommodations as provided for in the Americans with Disabilities Act of 1990 should contact the Department of Environmental Protection (Department) at (717) 772-5806 or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD) to discuss how the Department may accommodate their needs.

PATRICK McDONNELL,  
*Acting Secretary*

[Pa.B. Doc. No. 16-1441. Filed for public inspection August 19, 2016, 9:00 a.m.]

## DEPARTMENT OF GENERAL SERVICES

### Lease Office Space to the Commonwealth Luzerne County

Proposers are invited to submit proposals to the Department of General Services to provide the Department of Health with 6,881 usable square feet of office space in Luzerne County. Downtown locations will be considered. For more information on SFP No. 94829, which is due on September 29, 2016, visit [www.dgs.pa.gov](http://www.dgs.pa.gov) or contact Erica Dreher, Bureau of Real Estate, (717) 317-5315, [edreher@pa.gov](mailto:edreher@pa.gov).

CURTIS M. TOPPER,  
*Secretary*

[Pa.B. Doc. No. 16-1442. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Real Estate for Sale Lawrence County

The Department of General Services (Department) will accept bids for the purchase of the former New Castle Youth Development Center, consisting of 143.34 ± acres of land and 13 buildings totaling 236,444 ± square feet, located at 1745 Frew Mill Road, New Castle, Shenango Township, Lawrence County. Bids are due Tuesday, October 4, 2016. Interested parties wishing to receive a copy of Solicitation No. 94830 should view the Department's web site at [www.dgs.pa.gov](http://www.dgs.pa.gov) or call Andrew Lick at (717) 772-8842.

CURTIS M. TOPPER,  
*Secretary*

[Pa.B. Doc. No. 16-1443. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Torrance State Hospital; Heating System Study

A study to determine if the Department of Human Services' buildings located at Torrance State Hospital, Torrance should be exempted from the requirements of section 2420 of The Administrative Code of 1929 (71 P.S. § 650) will be performed within the next 90 days. The result from this study may result in the conversion of the Department of Human Services' coal-fired heating system to a fuel other than coal.

For additional information, contact Gary R. Taylor, Director, Bureau of Pre-Construction, Department of General Services, 1800 Herr Street, 2nd Floor, Arsenal Building, Harrisburg, PA 17103, (717) 787-6200, [gtaylor@pa.gov](mailto:gtaylor@pa.gov).

CURTIS M. TOPPER,  
*Secretary*

[Pa.B. Doc. No. 16-1444. Filed for public inspection August 19, 2016, 9:00 a.m.]

# DEPARTMENT OF HEALTH

## Ambulatory Surgical Facilities; Requests for Exceptions

The following ambulatory surgical facilities (ASF) have filed requests for exceptions under 28 Pa. Code § 51.33 (relating to requests for exceptions) with the Department of Health (Department), which has authority to license ASFs under the Health Care Facilities Act (35 P.S. §§ 448.101—448.904b). The following requests for exception relate to regulations governing ASF licensure in 28 Pa. Code Chapters 51 and 551—571 (relating to general information; and ambulatory surgical facilities), with the exception of 28 Pa. Code § 571.1 (relating to minimum standards). Exception requests related to 28 Pa. Code § 571.1 are listed separately in this notice.

<i>Facility Name</i>	<i>Regulation</i>
Crozer-Keystone Surgery Center at Brinton Lake	28 Pa. Code § 551.21 (relating to criteria for ambulatory surgery)
Crozer-Keystone Surgery Center at Haverford	28 Pa. Code § 551.21 (CPT Codes 47560, 47561, 49320, 49321, 49322, 58672 and 58660)
Tri-State Surgery Center, LLC	28 Pa. Code § 551.21(d) (CPT Code 47562)
Crozer Endoscopy Center	28 Pa. Code § 551.3 (relating to definitions), specifically the definition of “classification levels”
Temple University School of Podiatric Medicine ASC	28 Pa. Code § 553.31(a) (relating to administrative responsibilities)
Delaware Valley Laser Surgery Institute	28 Pa. Code § 553.31(a)
Crozer Endoscopy Center	28 Pa. Code § 555.3 (relating to requirements for membership and privileges)
Crozer-Keystone Surgery Center at Haverford	28 Pa. Code § 555.3
Crozer Endoscopy Center	28 Pa. Code § 567.2 (relating to committee responsibilities)
Crozer-Keystone Surgery Center at Brinton Lake	28 Pa. Code § 567.2
Crozer-Keystone Surgery Center at Haverford	28 Pa. Code § 567.2
Crozer Endoscopy Center	28 Pa. Code § 567.3 (relating to policies and procedures)
Crozer-Keystone Surgery Center at Brinton Lake	28 Pa. Code § 567.3
Crozer-Keystone Surgery Center at Haverford	28 Pa. Code § 567.3

The following ASFs are requesting exceptions under 28 Pa. Code § 571.1. Requests for exceptions under this section relate to minimum standards that ASFs must comply with under the *Guidelines for Design and Construction of Hospitals and Outpatient Facilities (Guidelines)*. The following includes the citation to the section under the *Guidelines* that the ASF is seeking an exception, as well as the publication year of the applicable *Guidelines*.

<i>Facility Name</i>	<i>Guidelines Section</i>	<i>Relating to</i>	<i>Publication Year</i>
Cosmedica King of Prussia	3.1-6.2.4.2	Public toilets	2014
	3.7-3.3.4	Image viewers	2014
	3.7-3.3.5	Medical gas requirements (Table 3.1-3, 3.7-3.3 outpatient operating room)	2014

All requests previously listed are on file with the Department. Persons may receive a copy of a request for exception by requesting a copy from the Department of Health, Division of Acute and Ambulatory Care, Room 532, Health and Welfare Building, Harrisburg, PA 17120, (717) 783-8980, fax (717) 772-2163, ra-paexcept@pa.gov. Persons who wish to comment on an exception request may do so by sending a letter by mail, e-mail or facsimile to the Division at the address listed previously. Comments received by the Department within 10 days after the date of publication of this notice will be reviewed by the Department before it decides whether to approve or disapprove the request for exception.

Persons with a disability who wish to obtain a copy of a request and/or provide comments to the Department and require an auxiliary aid, service or other accommodation to do so should contact the Director, Division of Acute and Ambulatory Care at (717) 783-8980, for speech and/or hearing impaired persons V/TT (717) 783-6154, or the Pennsylvania AT&T Relay Service (800) 654-5984 (TT).

KAREN M. MURPHY, PhD, RN,  
Secretary

[Pa.B. Doc. No. 16-1445. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Hospitals; Requests for Exceptions**

The following hospitals have filed requests for exceptions under 28 Pa. Code § 51.33 (relating to requests for exceptions) with the Department of Health (Department), which has authority to license hospitals under the Health Care Facilities Act (35 P.S. §§ 448.101—448.904b). The following requests for exceptions relate to regulations governing hospital licensure in 28 Pa. Code Chapters 51 and 101—158 (relating to general information; and general and special hospitals), with the exception of 28 Pa. Code § 153.1 (relating to minimum standards). Exception requests related to 28 Pa. Code § 153.1 are listed separately in this notice.

<i>Facility Name</i>	<i>Regulation</i>
St. Luke's Hospital—Monroe Campus	28 Pa. Code § 107.2 (relating to medical staff membership)
Geisinger Medical Center	28 Pa. Code § 107.26(b)(3) (relating to additional committees)
Geisinger Wyoming Valley Medical Center	28 Pa. Code § 107.26(b)(3)
Geisinger—Lewistown Hospital	28 Pa. Code § 107.26(b)(3)
St. Luke's Hospital—Monroe Campus	28 Pa. Code § 107.32 (relating to meetings and attendance)
Endless Mountains Health System	28 Pa. Code § 107.61 (relating to written orders)
Geisinger—Bloomsburg Hospital	28 Pa. Code § 107.61
Pinnacle Health Hospital	28 Pa. Code § 107.61
St. Luke's Hospital—Monroe Campus	28 Pa. Code § 107.61
	28 Pa. Code § 131.22 (relating to treatment orders)

The following hospitals are requesting exceptions under 28 Pa. Code § 153.1. Requests for exceptions under this section relate to minimum standards that hospitals must comply with under the *Guidelines for Design and Construction of Hospitals and Outpatient Facilities (Guidelines)*. The following list includes the citation to the section under the *Guidelines* that the hospital is seeking an exception, as well as the publication year of the applicable *Guidelines*.

<i>Facility Name</i>	<i>Guidelines Section</i>	<i>Relating to</i>	<i>Publication Year</i>
Pinnacle Health Hospitals	2.1-8.5.3.2	Size (TDRs)	2014
UPMC Jameson	2.1-8.5.3.2	Size (TDRs)	2014
Thomas Jefferson University Hospital	2.2-2.10.6.14	Lactation and support spaces	2014
	2.2-2.12.6.14(1)	Lactation and support spaces	2014
Mercy Fitzgerald Hospital	2.2-3.3.4.4(1)(b)(ii)	Phase II recovery room(s)	2014
UPMC Presbyterian Shadyside	2.5-2.2.2.6(2)	Patient toilet rooms	2014
St. Luke's Hospital Bethlehem	3.1-3.6.10	Soiled holding rooms	2014

All requests previously listed are on file with the Department. Persons may receive a copy of a request for exception by requesting a copy from the Department of Health, Division of Acute and Ambulatory Care, Room 532, Health and Welfare Building, Harrisburg, PA 17120, (717) 783-8980, fax (717) 772-2163, ra-paexcept@pa.gov. Persons who wish to comment on an exception request may do so by sending a letter by mail, e-mail or facsimile to the Division at the address listed previously. Comments received by the Department within 10 days after the date of publication of this notice will be reviewed by the Department before it decides whether to approve or disapprove the request for exception.

Persons with a disability who wish to obtain a copy of a request and/or provide comments to the Department and require an auxiliary aid, service or other accommodation to do so should contact the Director, Division of Acute and Ambulatory Care at (717) 783-8980, for speech and/or hearing impaired persons V/TT (717) 783-6154, or the Pennsylvania AT&T Relay Service (800) 654-5984 (TT).

KAREN M. MURPHY, PhD, RN,  
*Secretary*

[Pa.B. Doc. No. 16-1446. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Long-Term Care Nursing Facilities; Requests for Exception**

The following long-term care nursing facility is seeking an exception to 28 Pa. Code § 201.22(e) (relating to prevention, control and surveillance of tuberculosis (TB)):

The Green Home, Inc.  
37 Central Avenue  
Wellsboro, PA 16901  
FAC ID # 072202

The following long-term care nursing facility is seeking an exception to 28 Pa. Code § 205.28(b) (relating to nurses' station):

Messiah Lifeways at Messiah Village  
100 Mount Allen Drive  
Mechanicsburg, PA 17055  
FAC ID # 910802

The following long-term care nursing facility is seeking an exception to 28 Pa. Code § 205.33(a) (relating to utility room):

Messiah Lifeways at Messiah Village  
100 Mount Allen Drive  
Mechanicsburg, PA 17055  
FAC ID # 910802

The following long-term care nursing facility is seeking an exception to 28 Pa. Code § 205.67(j) (relating to electric requirements for existing and new construction):

Greenleaf Nursing and Convalescent Center  
400 South Main Street  
Doylestown, PA 18901  
FAC ID # 070102

The following long-term care nursing facility is seeking an exception to 28 Pa. Code § 211.9(g) (relating to pharmacy services):

Washington County Health Center  
36 Old Hickory Ridge Road  
Washington, PA 15301  
FAC ID # 751102

These requests are on file with the Department of Health (Department). Persons may receive a copy of a request for exception by requesting a copy from the Department of Health, Division of Nursing Care Facilities, Room 526, Health and Welfare Building, Harrisburg, PA 17120, (717) 787-1816, fax (717) 772-2163, ra-paexcept@pa.gov.

Persons who wish to comment on an exception request may do so by sending a letter by mail, e-mail or facsimile to the Division at the address listed previously.

Comments received by the Department within 10 days after the date of publication of this notice will be reviewed by the Department before it decides whether to approve or disapprove the request for exception.

Persons with a disability who wish to obtain a copy of the request and/or provide comments to the Department and require an auxiliary aid, service or other accommodation to do so should contact the Division at the address or phone number listed previously, or for speech and/or hearing impaired persons V/TT (717) 783-6514 or the Pennsylvania AT&T Relay Service (800) 654-5984 (TT).

KAREN M. MURPHY, PhD, RN,  
*Secretary*

[Pa.B. Doc. No. 16-1447. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Long-Term Care Nursing Facilities; Requests for Exception; Correction**

An error occurred in the notice published at 46 Pa.B. 3882 (July 16, 2016). The request for Falling Spring Nursing and Rehabilitation Center was listed incorrectly as a request under 28 Pa. Code § 211.9(g) (relating to pharmacy services). The following notice corrects the version published at 46 Pa.B. 3882 for this facility.

The following long-term care nursing facility is seeking an exception to 28 Pa. Code § 201.3 (relating to definitions):

Falling Spring Nursing and Rehabilitation Center  
201 Franklin Farm Lane  
Chambersburg, PA 17202  
FAC ID # 061302

This request is on file with the Department of Health (Department). Persons may receive a copy of a request for exception by requesting a copy from the Department of Health, Division of Nursing Care Facilities, Room 526, Health and Welfare Building, Harrisburg, PA 17120, (717) 787-1816, fax (717) 772-2163, ra-paexcept@pa.gov.

Persons who wish to comment on an exception request may do so by sending a letter by mail, e-mail or facsimile to the Division at the address listed previously.

Comments received by the Department within 10 days after the date of publication of this notice will be reviewed by the Department before it decides whether to approve or disapprove the request for exception.

Persons with a disability who wish to obtain a copy of the request and/or provide comments to the Department and require an auxiliary aid, service or other accommodation to do so should contact the Division at the address or phone number listed previously, or for speech and/or hearing impaired persons V/TT (717) 783-6514 or the Pennsylvania AT&T Relay Service (800) 654-5984 (TT).

KAREN M. MURPHY, PhD, RN,  
*Secretary*

[Pa.B. Doc. No. 16-1448. Filed for public inspection August 19, 2016, 9:00 a.m.]

## FISH AND BOAT COMMISSION

**Mentored Youth Fishing Day Program; Panfish**

Acting under the authority of 58 Pa. Code § 65.20 (relating to Mentored Youth Fishing Day Program), the Executive Director has designated September 5, 2016, as a Mentored Youth Fishing Day for panfish in "Panfish Enhancement Lakes" previously designated under 58 Pa. Code § 65.11 (relating to panfish enhancement). This designation under 58 Pa. Code § 65.20 will be effective upon publication of this notice in the *Pennsylvania Bulletin*.

To participate, anglers 16 years of age or older (adult anglers) must possess a valid Pennsylvania fishing license and be accompanied by a youth (less than 16 years of age) who has obtained a mentored youth permit or a voluntary

youth license from the Fish and Boat Commission (Commission). Youth anglers must obtain a 2016 mentored youth permit or a voluntary youth license from the Commission and be accompanied by an adult angler to participate.

There are 19 lakes that are currently managed under panfish enhancement special regulations, with some lakes normally having a minimum size of 7 inches for sunfish, some lakes having a minimum size of 9 inches for crappie and some lakes having a minimum size of 9 inches for yellow perch or a combination of two or three of these fish species with minimum size restrictions on these lakes. On September 5, 2016, there will be no minimum size for panfish, but the daily limits will remain in effect. Other Commonwealth inland regulations will apply. It is unlawful to fish in waters designated as part of the Mentored Youth Fishing Day Program (Program) except in compliance with the requirements of 58 Pa. Code § 65.20 when participating in the Program.

On September 5, 2016, the identified waters will be open to all anglers but only program participants (youth and their mentors) may possess panfish of less than the normal minimum size limits. The "Panfish Enhancement Lakes" included in the Mentored Youth Fishing Day on September 5, 2016, are:

<i>County</i>	<i>Water</i>
Berks	Blue Marsh Reservoir
Cambria	Beaverdam Run Reservoir
Cambria	Hinkston Run Reservoir
Cambria	Wilmore Dam
Centre	Foster Joseph Sayers Lake
Chester	Chambers Lake
Montour	Lake Chillisquaque
Monroe	Bradys Lake
Monroe	Gouldsboro Lake
Pike	Lower Lake (Lower Promised Land Lake)
Pike	Promised Land Lake (Upper Promised Land Lake)
Somerset	Quemahoning Reservoir
Washington	Cross Creek Lake
Washington	Peters Township (Reservoir # 2)
Westmoreland	Bridgeport Reservoir
Westmoreland	Indian Lake
Westmoreland	Lower Twin Lake
Westmoreland	Northmoreland Lake
Westmoreland	Upper Twin Lake

JOHN A. ARWAY,  
*Executive Director*

[Pa.B. Doc. No. 16-1449. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Proposed Special Regulation Designations and Redesignations**

The Fish and Boat Commission (Commission) has approved guidelines with regard to encouraging public participation on possible changes to the designation of streams, stream sections or lakes for special regulation programs. Under 58 Pa. Code Chapter 65 (relating to special fishing regulations), the Commission designates or redesignates certain streams, stream sections and lakes as being subject to special fishing regulations. These designations and redesignations are effective after Com-

mission approval when they are posted at the site and a notice is published in the *Pennsylvania Bulletin*. Under the Commission's guidelines, a notice concerning the proposed designation or redesignation of a stream, stream section or lake under special regulations ordinarily will be published in the *Pennsylvania Bulletin* before the matter is reviewed by the Commissioners.

At the next Commission meeting on September 26 and 27, 2016, the Commission will consider taking the following actions with respect to waters subject to special fishing regulations under 58 Pa. Code Chapter 65, effective on the dates indicated as follows:

*58 Pa. Code § 65.11. Panfish enhancement*

The Commission will consider designating the following water as panfish enhancement for crappies, effective upon publication in the *Pennsylvania Bulletin*:

<i>County</i>	<i>Water</i>
Crawford	Pymatuning Reservoir

*58 Pa. Code § 65.19. Stocked trout waters open to year-round fishing*

The Commission will consider removing the designation as a stocked trout water open to year-round fishing from the following waters, effective on January 1, 2017:

<i>County</i>	<i>Water</i>
Butler	Harbar Acres Lake
Cambria	Duman Lake
Cambria	Lake Rowena
Cumberland	Laurel Lake
Erie	East Basin Pond
Erie	Lake Pleasant
Erie	Upper Gravel Pit
Erie	West Basin Pond
Fayette	Virgin Run Lake
Fulton	Cowans Gap Lake
Potter	Lyman Run Reservoir
Jefferson	Cloe Lake
Lawrence	Bessemer Lake
McKean	Bradford City Number Three Reservoir
Westmoreland	Mammoth Lake

At this time, the Commission is soliciting public input concerning the previous designations and redesignations. Persons with comments, objections or suggestions concerning the designations and redesignations are invited to submit comments in writing to the Executive Director, Fish and Boat Commission, P.O. Box 67000, Harrisburg, PA 17106-7000, within 30 days after publication of this notice in the *Pennsylvania Bulletin*. Comments submitted by facsimile will not be accepted.

Comments also may be submitted electronically by completing the form at [www.fishandboat.com/reg](http://www.fishandboat.com/reg) comments. If an acknowledgment of electronic comments is not received by the sender within 2 working days, the comments should be retransmitted to ensure receipt. Electronic comments submitted in any other manner will not be accepted.

JOHN A. ARWAY,  
*Executive Director*

[Pa.B. Doc. No. 16-1450. Filed for public inspection August 19, 2016, 9:00 a.m.]

# INDEPENDENT REGULATORY REVIEW COMMISSION

## Notice of Filing of Final Rulemakings

The Independent Regulatory Review Commission (Commission) received the following regulations. They are scheduled to be considered on the date noted. The Commission's public meetings are held at 333 Market Street, 14th Floor, Harrisburg, PA at 10 a.m. To obtain a copy of the regulation, interested parties should first contact the promulgating agency. If a copy cannot be obtained from the promulgating agency, the Commission will provide a copy or it can be viewed at the Commission's web site at [www.irrc.state.pa.us](http://www.irrc.state.pa.us).

<i>Reg. No.</i>	<i>Agency/Title</i>	<i>Received</i>	<i>Public Meeting</i>
16A-6516	Bureau of Professional and Occupational Affairs Schedule of Civil Penalties—Physical Therapists and Physical Therapist Assistants	8/3/16	9/15/16
16A-6515	State Board of Physical Therapy Continuing Education Enforcement	8/3/16	9/15/16
16A-4943	State Board of Medicine Prosthetists, Orthotists, Pedorthists and Orthotic Fitters	8/3/16	9/15/16
4-95	Department of Community and Economic Development Industrial Housing and Components	8/3/16	9/15/16

GEORGE D. BEDWICK,  
*Chairperson*

[Pa.B. Doc. No. 16-1451. Filed for public inspection August 19, 2016, 9:00 a.m.]

## INSURANCE DEPARTMENT

### Appeal of Linda Booth under the Motor Vehicle Financial Responsibility Law; Catastrophic Loss Benefits Continuation Fund; Doc. No. CF16-07-015

A prehearing telephone conference initiated by the Insurance Department is scheduled for September 27, 2016, at 9:30 a.m. Each party shall provide a telephone number to be used for the telephone conference to the Hearings Administrator on or before September 23, 2016. A hearing date shall be determined, if necessary, at the prehearing telephone conference.

Motions preliminary to those at hearing, protests, petitions to intervene or notices of intervention, if any, must be filed on or before September 12, 2016, with the Hearings Administrator, Administrative Hearings Office, Capitol Associates Building, Room 200, 901 North Seventh Street, Harrisburg, PA 17102. Answer to petitions to intervene, if any, shall be filed on or before September 23, 2016.

Persons with a disability who wish to attend the previously-referenced administrative hearing and require an auxiliary aid, service or other accommodation to participate in the hearing should contact Donna R. Fleischauer, Human Resources Director at (717) 705-4194.

TERESA D. MILLER,  
*Insurance Commissioner*

[Pa.B. Doc. No. 16-1452. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Application for Approval to Acquire Control of HM Casualty Insurance Company

BrickStreet Mutual Insurance Company, a mutual casualty insurance company organized under the laws of the State of West Virginia, has filed an application to acquire control of HM Casualty Insurance Company. The filing was received on August 4, 2016, and was made under the requirements of Article XIV of The Insurance Company Law of 1921 (40 P.S. §§ 991.1401—991.1413).

Persons wishing to comment on this acquisition are invited to submit a written statement to the Insurance Department (Department) within 30 days from the date of publication of this notice in the *Pennsylvania Bulletin*. Each written statement must include the name, address and telephone number of the interested party; identification of the application to which the statement is addressed; and a concise statement with sufficient detail and relevant facts to inform the Department of the exact basis of the statement. Written statements should be directed to Steve Yerger, Company Licensing Division, Insurance Department, 1345 Strawberry Square, Harrisburg, PA 17120, fax (717) 787-8557, [syerger@pa.gov](mailto:syerger@pa.gov). Comments received will be part of the public record regarding the filing and will be forwarded to the applicant for appropriate response.

TERESA D. MILLER,  
*Insurance Commissioner*

[Pa.B. Doc. No. 16-1453. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Application for Approval of a Certificate of Authority as a Preferred Provider Organization that is not a Licensed Insurance Company Submitted by Independence Assurance Company**

Independence Assurance Company, a domestic for profit stock corporation, has applied for a Certificate of Authority to operate as a preferred provider organization that is not a licensed insurance company in this Commonwealth. The filing was made under the requirements in the applicable insurance laws, including section 630 of The Insurance Company Law of 1921 (40 P.S. § 764a).

Persons wishing to comment on the application are invited to submit a written statement to the Insurance Department (Department) within 30 days from the date of this issue of the *Pennsylvania Bulletin*. Each written statement must include name, address and telephone number of the interested party; identification of the application to which the statement is addressed; and a concise statement with sufficient detail and relevant facts to inform the Department of the exact basis of the statement. Written statements should be directed to Cressinda Bybee, Company Licensing Division, Insurance Department, 1345 Strawberry Square, Harrisburg, PA 17120, fax (717) 787-8557, cbybee@pa.gov.

TERESA D. MILLER,  
*Insurance Commissioner*

[Pa.B. Doc. No. 16-1454. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Martin Shirman; License Denial; Doc. No. AG16-08-001**

The proceeding in this matter will be governed by 2 Pa.C.S. §§ 501—508 and 701—704 (relating to Administrative Agency Law), 1 Pa. Code Part II (relating to General Rules of Administrative Practice and Procedure) and 31 Pa. Code Chapter 56 (relating to Special Rules of Administrative Practice and Procedure).

A prehearing telephone conference initiated by this office is scheduled for September 20, 2016, at 9:30 a.m. Each party shall provide the Hearings Administrator a telephone number to be used for the telephone conference on or before September 16, 2016. A date for a hearing shall be determined, if necessary, at the prehearing/settlement conference. If counsel for either party will be representing the participants in these proceedings, counsel shall enter his or her appearance and supply the telephone number on or before September 16, 2016.

At the prehearing telephone conference, the parties shall be prepared to discuss settlement, stipulations, witnesses and the documents anticipated for use at the hearing, estimated time for the hearing, special evidentiary or legal issues and other matters relevant to the orderly, efficient and just resolution of this matter.

Motions preliminary to those at hearing, protests, petitions to intervene or notices of intervention, if any, must be filed on or before September 2, 2016, with the Hearings Administrator, Administrative Hearings Office, Capitol Associates Building, Room 200, 901 North Seventh Street, Harrisburg, PA 17102. Answer to petitions to intervene, if any, shall be filed on or before September 16, 2016.

Persons with a disability who wish to attend the previously referenced administrative hearing and require an auxiliary aid, service or other accommodations to participate in the hearing should contact Donna R. Fleischauer, Human Resources Director at (717) 705-4194.

TERESA D. MILLER,  
*Insurance Commissioner*

[Pa.B. Doc. No. 16-1455. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Principal Life Insurance Company (TRIP-130669018); Rate Increase Filing for Group LTC Form FR 601**

Principal Life Insurance Company is requesting approval to increase the premium 124.8% on 43 certificate holders with the following group LTC form: FR 601.

Unless formal administrative action is taken prior to November 3, 2016, the subject filing may be deemed approved by operation of law.

A copy of the filing is available on the Insurance Department's (Department) web site at [www.insurance.pa.gov](http://www.insurance.pa.gov). To view these filing notices, hover the cursor over "Consumers" in the blue bar at the top of the webpage then select "Long Term Care Rate Filings" from the drop down menu.

Copies of the filing are also available for public inspection, by appointment, during normal working hours at the Department's Harrisburg office.

Interested parties are invited to submit written comments, suggestions or objections to James Laverty, Actuary, Insurance Department, Insurance Product Regulation and Market Enforcement, Room 1311, Strawberry Square, Harrisburg, PA 17120, [jlaverty@pa.gov](mailto:jlaverty@pa.gov) within 30 days after publication of this notice in the *Pennsylvania Bulletin*.

TERESA D. MILLER,  
*Insurance Commissioner*

[Pa.B. Doc. No. 16-1456. Filed for public inspection August 19, 2016, 9:00 a.m.]

**Review Procedure Hearings; Cancellation or Refusal of Insurance**

The following insurer has requested a hearing as authorized by the act of June 17, 1998 (P.L. 464, No. 68) (Act 68) in connection with the termination of the insureds' automobile insurance policy. The hearing will be held in accordance with the requirements of Act 68; 1 Pa. Code Part II (relating to General Rules of Administrative Practice and Procedure); and 31 Pa. Code §§ 56.1—56.3 (relating to Special Rules of Administrative Practice and Procedure). The administrative hearing will be held in the Insurance Department's regional office in Harrisburg, PA. Failure by the appellant to appear at the scheduled hearing may result in dismissal with prejudice.

The following hearing will be held in the Administrative Hearings Office, Capitol Associates Building, Room 200, 901 North Seventh Street, Harrisburg, PA 17102.

Appeal of Metropolitan Property & Casualty Insurance Company; File No. 16-188-198499; Fanetta and Kimmy Eldridge; Doc. No. P16-07-012; September 13, 2016, 10 a.m.

Parties may appear with or without counsel and offer relevant testimony and other relevant evidence, or both. Each party must bring documents, photographs, drawings, claims files, witnesses, and the like, necessary to support the party's case. A party intending to offer documents or photographs into evidence shall bring enough copies for the record and for each opposing party.

In some cases, the Insurance Commissioner (Commissioner) may order that the company reimburse an insured for the higher cost of replacement insurance coverage obtained while the appeal is pending. Reimbursement is available only when the insured is successful on appeal, and may not be ordered in all instances. If an insured wishes to seek reimbursement for the higher cost of replacement insurance, the insured must produce documentation at the hearing which will allow comparison of coverages and costs between the original policy and the replacement policy.

Following the hearing and receipt of the stenographic transcript, the Commissioner will issue a written order resolving the factual issues presented at the hearing and stating what remedial action, if any, is required. The Commissioner's Order will be sent to those persons participating in the hearing or their designated representatives. The Order of the Commissioner may be subject to judicial review by the Commonwealth Court.

Persons with a disability who wish to attend the previously-referenced administrative hearing and require an auxiliary aid, service or other accommodation to participate in the hearing, should contact Donna R. Fleischauer, Human Resources Director at (717) 705-4194.

TERESA D. MILLER,  
*Insurance Commissioner*

[Pa.B. Doc. No. 16-1457. Filed for public inspection August 19, 2016, 9:00 a.m.]

## LEGISLATIVE REFERENCE BUREAU

### Documents Filed But Not Published

The Legislative Reference Bureau (Bureau) accepted the following documents during the preceding calendar month for filing without publication under 1 Pa. Code § 3.13(b) (relating to contents of *Bulletin*). The Bureau will continue to publish on a monthly basis either a summary table identifying the documents accepted during the preceding calendar month under this subsection or a statement that no documents have been received. For questions concerning or copies of documents filed, but not published, call (717) 783-1530.

### Governor's Office

Manual No. 210.3—Index of Issuances, Amended July 7, 2016.

Administrative Circular No. 16-11—Revenue Estimates, 2016-17 & 2017-18 Fiscal Years, Dated July 13, 2016.

LAURA CAMPBELL,  
*Director*  
*Pennsylvania Code and Bulletin*

[Pa.B. Doc. No. 16-1458. Filed for public inspection August 19, 2016, 9:00 a.m.]

## PENNSYLVANIA PUBLIC UTILITY COMMISSION

### Service of Notice of Motor Carrier Applications

The following temporary authority and/or permanent authority applications for the right to render service as a common carrier or contract carrier in this Commonwealth have been filed with the Pennsylvania Public Utility Commission. Formal protests and petitions to intervene must be filed in accordance with 52 Pa. Code (relating to public utilities). A protest shall indicate whether it applies to the temporary authority application, the permanent authority application, or both. Filings must be made with the Secretary, Pennsylvania Public Utility Commission, P.O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant by September 6, 2016. Documents filed in support of the applications are available for inspection and copying at the Office of the Secretary between 8 a.m. and 4:30 p.m., Monday through Friday, and at the business address of the respective applicant.

### Applications of the following for approval to *begin operating as common carriers for transportation of persons as described under each application.*

**A-2016-2550113. Mali Taxi Service, LLC** (150 Sleepy Hollow Lane, Lewisburg, Union County, PA 17837) for the right to transport as a common carrier, by motor vehicle, persons in paratransit service, limited to persons whose personal convictions prevent them from owning or operating motor vehicles, between points in Pennsylvania, and return; excluding Allegheny County.

**A-2016-2559776. Cynthia Paulino, t/a Ludelea Transportation** (220 West Oak Street, Hazleton, Luzerne County, PA 18201) in paratransit service, from points within a 10-air-mile radius of the City of Hazleton, Luzerne County, to points in Pennsylvania, and return.

**A-2016-2560547. Richard L. O'Donnell** (1123 Henry Lane, Mill Creek, Huntingdon, PA 17060) in paratransit service, between points in the Counties of Mifflin and Huntingdon.

**A-2016-2560615. Gary E. McCoy** (105 Hickory Grove Road, Watsontown, Northumberland County, PA 17777) in paratransit service, limited to persons whose personal convictions prevent them from owning or operating motor vehicles, between points in Pennsylvania.



**Application of the following for the approval of the right and privilege to *discontinue/abandon* operating as *common carriers* by motor vehicle and for cancellation of the certificate of public convenience as described under the application.**

**A-2016-2560516. Mid-Atlantic Transportation Services, Inc., t/a Mid-Atlantic Express Cab** (1300 West Chester Pike, West Chester, Chester County, PA 19382) discontinuance of service and cancellation of its certificate—persons, upon call or demand, in Chester County.

ROSEMARY CHIAVETTA,  
Secretary

[Pa.B. Doc. No. 16-1459. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Service of Notice of Motor Carrier Formal Complaints

Formal Complaints have been issued by the Pennsylvania Public Utility Commission. Answers must be filed in accordance with 52 Pa. Code (relating to public utilities). Answers are due September 6, 2016, and must be made with the Secretary, Pennsylvania Public Utility Commission, P.O. Box 3265, Harrisburg, PA 17105-3265, with a copy to the First Deputy Chief Prosecutor, Pennsylvania Public Utility Commission.

### Pennsylvania Public Utility Commission; Bureau of Investigation and Enforcement v. The New Yellow Cab, LLC; Docket No. C-2016-2556988

#### COMPLAINT

Now Comes the Bureau of Investigation and Enforcement (I&E) of the Pennsylvania Public Utility Commission (Commission), by its prosecuting attorneys, and files this Complaint against The New Yellow Cab, LLC (Respondent), pursuant to Section 701 of the Public Utility Code, 66 Pa.C.S. § 701. In support of its Complaint, I&E respectfully represents the following:

#### *Parties and Jurisdiction*

1. The Pennsylvania Public Utility Commission, with a mailing address of P.O. Box 3265, Harrisburg, PA 17105-3265, is a duly constituted agency of the Commonwealth of Pennsylvania empowered to regulate public utilities within the Commonwealth pursuant to the Public Utility Code, 66 Pa.C.S. §§ 101, et seq.

2. Complainant is the Commission's Bureau of Investigation and Enforcement and is the entity established by statute to prosecute complaints against public utilities pursuant to 66 Pa.C.S. § 308.2(a)(11).

3. Complainant is represented by:

Stephanie M. Wimer  
Prosecutor  
Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265  
717.772.8839  
stwimer@pa.gov

Gina L. Lauffer  
Prosecutor  
Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265  
717.787.8754  
ginlauffer@pa.gov

Michael L. Swindler  
Deputy Chief Prosecutor  
Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265

4. Respondent is The New Yellow Cab, LLC and maintains a principal place of business at 1118 North Third Street, First Floor, Harrisburg, PA 17102, Attention: Carmen Maldonado.

5. Respondent is a "public utility" as that term is defined at 66 Pa.C.S. § 102, as it is engaged in transporting passengers in the Commonwealth of Pennsylvania for compensation.

6. The Commission issued Respondent a certificate of public convenience on or about April 2, 2009, at A-2008-2034920, for call and demand authority.

7. Section 501(a) of the Public Utility Code, 66 Pa.C.S. § 501(a), authorizes and obligates the Commission to execute and enforce the provisions of the Public Utility Code.

8. Section 701 of the Public Utility Code, 66 Pa.C.S. § 701, authorizes the Commission to, inter alia, hear and determine complaints against public utilities for a violation of any law or regulation that the Commission has jurisdiction to administer.

9. Section 3301 of the Public Utility Code, 66 Pa.C.S. § 3301, authorizes the Commission to impose civil penalties on any public utility, or any other person or corporation subject to the Commission's authority, for violation(s) of the Public Utility Code and/or Commission regulations.

10. Respondent, in transporting passengers as a common carrier for compensation, is subject to the power and authority of this Commission pursuant to Section 501(c) of the Public Utility Code, 66 Pa.C.S. § 501(c), which requires a public utility to comply with Commission regulations.

11. Pursuant to the provisions of the applicable Commonwealth statutes and regulations, the Commission has jurisdiction over the subject matter of this complaint and the actions of Respondent related thereto.

#### *Factual Background*

12. On or about September 10, 2015, the Commission mailed to Respondent an assessment invoice for the July 1, 2015 to June 30, 2016 Fiscal Year (2015-2016 Fiscal Year) that was based, in part, on Respondent's reported revenues for the 2014 calendar year. Respondent's assessment was \$123.

13. Accompanying the assessment invoice was a notice that informed Respondent that it was obligated to pay the amount listed on the assessment invoice within thirty (30) days or file objections within fifteen (15) days.

14. The 2015-2016 Fiscal Year assessment invoice was mailed to Respondent at 1118 North Third Street, First Floor, Harrisburg, PA 17102, which is the mailing address that Respondent provided to the Commission.

15. The assessment invoice was returned to the Commission by the United States Postal Service (Post Office) as being undeliverable.

16. On May 17, 2016, the Commission mailed the 2015-2016 Fiscal Year assessment invoice again to Respondent by certified mail to Respondent's last known mailing address of 1118 North Third Street, First Floor, Harrisburg, PA 17102.

17. On May 24, 2016, the assessment invoice was returned to the Commission by the Post Office as being undeliverable.

18. On May 24, 2016, the Commission mailed the 2015-2016 Fiscal Year assessment invoice to Respondent by first class mail to Respondent's last known mailing address of 1118 North Third Street, First Floor, Harrisburg, PA 17102.

19. On June 3, 2016, the assessment invoice was returned to the Commission by the Post Office as being undeliverable.

20. On July 12, 2016, Mandy Freas, an accountant in the Assessment Section of the Commission's Bureau of Administrative Services left a voice mail message with Respondent and explained that she is attempting to verify Respondent's mailing address.

21. As of the date of the filing of this Complaint, Respondent had not returned Ms. Freas' phone call.

22. Respondent is obligated to promptly apprise the Commission of changes to its current address pursuant to Section 1.53(d) of the Commission's regulations, 52 Pa. Code § 1.53(d).

23. The Commission was unable to effectively serve the 2015-2016 Fiscal Year assessment invoice upon Respondent due to Respondent's failure to provide the Commission with its current address.

24. Consequently, Respondent failed to pay the amount of its 2015-2016 Fiscal Year assessment invoice.

25. The total outstanding assessment balance for Respondent is \$123.

#### *Violation*

26. That Respondent failed to pay its 2015-2016 Fiscal Year assessment and apprise the Commission of a change of address. If proven, this is a violation of Section 510(c) of the Public Utility Code, 66 Pa.C.S. § 510(c), and Section 1.53(d) of the Commission's regulations, 52 Pa. Code § 1.53(d). The Bureau of Investigation and Enforcement's proposed civil penalty for this violation is \$100.

*Wherefore*, for all the foregoing reasons, the Pennsylvania Public Utility Commission's Bureau of Investigation and Enforcement respectfully requests that:

(a) Respondent be ordered to pay a total of \$223, which consists of the outstanding assessment balance of \$123 and a total civil penalty of \$100 for the above-described violations;

(b) Respondent be directed to update its address with the Commission; and

(c) If payment of the civil penalty and assessment is not made, the Bureau of Investigation and Enforcement requests that:

(1) the Commission issue an Order to cancel the Certificate of Public Convenience issued to Respondent;

(2) this matter be referred to the Pennsylvania Office of Attorney General for appropriate action; and

(3) the Commission certify automobile registrations to the Pennsylvania Department of Transportation for suspension or revocation.

Respectfully submitted,  
Stephanie M. Wimer  
Prosecutor

Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265  
717.772.8839  
stwimer@pa.gov

Date: July 18, 2016

#### VERIFICATION

I, Mandy Freas, Accountant, Bureau of Administrative Services, Assessment Section, hereby state that the facts above set forth are true and correct to the best of my knowledge, information, and belief and that I expect the Bureau will be able to prove the same at any hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date: July 18, 2016

Mandy Freas, Accountant  
Assessment Section  
Bureau of Administrative Services  
PA. Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

#### NOTICE

A. You must file an Answer within 20 days of the date of service of this Complaint. The date of service is the mailing date as indicated at the top of the Secretarial Letter. See 52 Pa. Code § 1.56(a). The Answer must raise all factual and legal arguments that you wish to claim in your defense, include the docket number of this Complaint, and be verified. You may file your Answer by mailing an original to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, you may efile your Answer using the Commission's website at [www.puc.pa.gov](http://www.puc.pa.gov). The link to eFiling is located under the Filing & Resources tab on the homepage. If your Answer is 250 pages or less, you are not required to file a paper copy. If your Answer exceeds 250 pages, you must file a paper copy with the Secretary's Bureau.

Additionally, a copy should either be mailed to:

Michael L. Swindler, Deputy Chief Prosecutor  
Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, emailed to Mr. Swindler at: [RA-PCCmplntResp@pa.gov](mailto:RA-PCCmplntResp@pa.gov)

B. If you fail to answer this Complaint within 20 days, the Bureau of Investigation and Enforcement will request that the Commission issue an Order imposing the penalty.

C. You may elect not to contest this Complaint by paying the past due assessment and civil penalty within 20 days. Send only a certified check or money order made payable to the "Commonwealth of Pennsylvania" and mailed to:

Rosemary Chiavetta, Secretary  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

D. If you file an Answer which either admits or fails to deny the allegations of the Complaint, the Bureau of Investigation and Enforcement will request the Commission to issue an Order imposing the penalty set forth in this Complaint.

E. If you file an Answer which contests the Complaint, the matter will be assigned to an Administrative Law Judge for hearing and decision. The Judge is not bound by the penalty set forth in the Complaint, and may impose additional and/or alternative penalties as appropriate.

F. If you are a corporation, you must be represented by legal counsel. 52 Pa. Code § 1.21.

G. Alternative formats of this material are available for persons with disabilities by contacting the Commission's ADA Coordinator at 717-787-8714.

**VEHICLE INSPECTION BUREAU COMPLAINT  
 FORM**

**Pennsylvania Public Utility Commission; Bureau of  
 Investigation and Enforcement v. Sawink, Inc., d/b/a  
 County Cab, PUC # A-00122187;  
 Docket No. C-2016-2544676**

COMPLAINT

The Pennsylvania Public Utility Commission is a duly constituted agency of the Commonwealth of Pennsylvania empowered to regulate public utilities within the Commonwealth. The Commission has delegated its authority to initiate proceedings which are prosecutory in nature to the Bureau of Investigation and Enforcement with enforcement responsibilities. Pursuant to that delegated authority and Section 701 of the Public Utility Code, the Bureau of Investigation and Enforcement hereby represents as follows:

Sawink, Inc., d/b/a County Cab  
 702 MacDade Blvd  
 Collingdale, PA 19023

Inspection Information:  
 Location: 69th Street Transportation Center  
 Date and Time: 05/11/2016 9:23 a.m.

Vehicle Information:  
 Year, Make, Model: 2009 Ford Crown Victoria  
 State, Tag: PA, TX49162  
 VIN: 2FAHP70V49X127003  
 DVCR #: 6425

Authorized Officer Performing Inspection: Anthony J. Bianco # 103

On the date and at the time described on page one of this Complaint, the following violation(s) was disclosed:

52 Pa. Code § 29.318—Failed to have consumer info decal on vehicle. (Taxi) \$50

52 Pa. Code § 29.316(c)—Failed to post rates of fare in taxi. \$50

52 Pa. Code § 29.402(1)—Vehicle equipment inspection standards:

67 Pa. Code Ref § 175.65(a) Any part of a ply or cord exposed in tread or sidewall. Front right tire has 1.5 inch gash in sidewall against rim with ply exposed. \$100

Wherefore, the Bureau of Investigation and Enforcement hereby requests that the Commission fine respondent the sum of \$200.00 for the illegal activity described in this Complaint and order any other remedy as the Commission may deem appropriate.

Respectfully submitted,  
 David W. Loucks, Chief  
 Motor Carrier Enforcement  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

VERIFICATION

I, David W. Loucks, Chief of Motor Carrier Enforcement, Bureau of Investigation and Enforcement, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief and that I expect that the Bureau will be able to prove the same at any hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date: 05/12/2016

David W. Loucks, Chief  
 Motor Carrier Enforcement  
 Bureau of Investigation and Enforcement

NOTICE

You must file an Answer within twenty (20) days of the date of service of this Complaint. The date of service is the mailing date as indicated at the top of the Secretarial Cover Letter for this Complaint and Notice, 52 Pa. Code § 1.56(a). An Answer is a written explanation of circumstances wished to be considered in determining the outcome of the complaint proceeding. The Answer shall raise all factual and legal arguments that you wish to claim in your defense and must include the reference number of this Complaint. Your Answer must be verified and the original shall be mailed to:

Rosemary Chiavetta, Secretary  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Or by overnight delivery to:

400 North Street, 2nd Floor  
 Harrisburg, PA 17120

Additionally, please serve a copy on:

Michael L. Swindler, Prosecutor  
 Bureau of Investigation and Enforcement  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

If you fail to answer this Complaint within twenty (20) days, the Bureau of Investigation and Enforcement will request that the Commission issue a Secretarial Letter imposing the penalty proposed in the Complaint.

You may elect not to contest this Complaint by paying the fine proposed in the Complaint by certified check or money order. Payment must be made to the Commonwealth of Pennsylvania and should be forwarded to:

Rosemary Chiavetta, Secretary  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Your payment is an admission that you committed the alleged violation and an agreement to cease and desist from further violations. Upon receipt of your payment, the Complaint proceeding shall be closed.

If you file an Answer which admits or fails to deny the allegations of the complaint, the Bureau of Investigation and Enforcement will request that the Commission issue a Secretarial Letter imposing the penalty proposed in the Complaint.

If you file an Answer which contests the Complaint, the matter will be assigned to an Administrative Law Judge for hearing and decision. The Judge is not bound by the optional fine set forth in the Complaint.

Alternative formats of this material are available for persons with disabilities by contacting the Compliance Office at (717)-783-3846. Questions on how to respond to this Complaint may also be directed to the Compliance Office.

**Pennsylvania Public Utility Commission; Bureau of Investigation and Enforcement v. Xtreme Hauling, LLC; Docket No. C-2016-2551033**

COMPLAINT

The Pennsylvania Public Utility Commission (Commission) is a duly constituted agency of the Commonwealth of Pennsylvania empowered to regulate public utilities within the Commonwealth. The Commission has delegated its authority to initiate proceedings which are prosecutory in nature to the Bureau of Investigation and Enforcement and other bureaus with enforcement responsibilities. Pursuant to that delegated authority and Section 701 of the Public Utility Code, the Bureau of Investigation and Enforcement hereby represents as follows:

1. That all authority issued to Xtreme Hauling, LLC, (respondent) is under suspension effective June 05, 2016 for failure to maintain evidence of insurance on file with this Commission.
2. That respondent maintains a principal place of business at 1658 Riverside Dr., Athens, PA 18810.
3. That respondent was issued a Certificate of Public Convenience by this Commission on July 28, 2011, at A-8913724.
4. That respondent has failed to maintain evidence of Liability insurance on file with this Commission. The Bureau of Investigation and Enforcement's proposed civil penalty for this violation is \$500 and cancellation of the Certificate of Public Convenience.
5. That respondent, by failing to maintain evidence of insurance on file with this Commission, violated 66 Pa.C.S. § 512, 52 Pa. Code § 32.2(c), and 52 Pa. Code § 32.11(a), § 32.12(a) or § 32.13(a).

Wherefore, unless respondent pays the penalty of \$500 or files an answer in compliance with the attached notice and/or causes its insurer to file evidence of insurance with this Commission within twenty (20) days of the date of service of this Complaint, the Bureau of Investigation and Enforcement will request that the Commission issue an Order which (1) cancels the Certificate of Public Convenience held by respondent at A-8913724 for failure

to maintain evidence of current insurance on file with the Commission, (2) fines Respondent the sum of five hundred dollars (\$500.00) for the illegal activity described in this Complaint, (3) orders such other remedy as the Commission may deem to be appropriate, which may include the suspension of a vehicle registration and (4) imposes an additional fine on the respondent should cancellation occur.

Respectfully submitted,  
 David W. Loucks, Chief  
 Motor Carrier Enforcement  
 Bureau of Investigation and Enforcement  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

VERIFICATION

I, David W. Loucks, Chief, Motor Carrier Enforcement, Bureau of Investigation and Enforcement, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief and that I expect that the Bureau will be able to prove same at any hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date: 7/6/2016

David W. Loucks, Chief  
 Motor Carrier Enforcement  
 Bureau of Investigation and Enforcement

NOTICE

A. You must file an Answer within 20 days of the date of service of this Complaint. The date of service is the mailing date as indicated at the top of the Secretarial Letter. See 52 Pa. Code § 1.56(a). The Answer must raise all factual and legal arguments that you wish to claim in your defense, include the docket number of this Complaint, and be verified. You may file your Answer by mailing an original to:

Rosemary Chiavetta, Secretary  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Or, you may eFile your Answer using the Commission's website at [www.puc.pa.gov](http://www.puc.pa.gov). The link to eFiling is located under the Filing & Resources tab on the homepage. If your Answer is 250 pages or less, you are not required to file a paper copy. If your Answer exceeds 250 pages, you must file a paper copy with the Secretary's Bureau.

Additionally, a copy should either be mailed to:

Michael L. Swindler, Deputy Chief Prosecutor  
 Pennsylvania Public Utility Commission  
 Bureau of Investigation and Enforcement  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Or, emailed to Mr. Swindler at: [RA-PCCmplntResp@pa.gov](mailto:RA-PCCmplntResp@pa.gov)

B. If you fail to answer this Complaint within 20 days, the Bureau of Investigation and Enforcement will request that the Commission issue an Order imposing the penalty.

C. You may elect not to contest this Complaint by causing your insurer to file proper evidence of current insurance in accordance with the Commission's regulations and by paying the fine proposed in this Complaint

by certified check or money order within twenty (20) days of the date of service of this Complaint. Accord certificates of insurance and faxed form Es and Hs are unacceptable as evidence of insurance.

The proof of insurance must be filed with the:

Compliance Office, Bureau of Technical Utility  
Services  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Payment of the fine must be made to the Commonwealth of Pennsylvania and should be forwarded to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Your payment is an admission that you committed the alleged violation and an agreement to cease and desist from further violations. Upon receipt of the evidence of insurance from your insurer, and upon receipt of your payment, the Complaint proceeding shall be closed.

D. If you file an Answer which either admits or fails to deny the allegations of the Complaint, the Bureau of Investigation and Enforcement will request the Commission to issue an Order imposing the penalty set forth in this Complaint.

E. If you file an Answer which contests the Complaint, the matter will be assigned to an Administrative Law Judge for hearing and decision. The Judge is not bound by the penalty set forth in the Complaint, and may impose additional and/or alternative penalties as appropriate.

F. If you are a corporation, you must be represented by legal counsel. 52 Pa. Code § 1.21.

Alternative formats of this material are available for persons with disabilities by contacting the Commission's ADA Coordinator at 717-787-8714. Do not call this number if you have questions as to why you received this complaint. For those questions you may call 717-783-3847.

**Pennsylvania Public Utility Commission; Bureau of Investigation and Enforcement v. DPK Properties, LLC; Docket No. C-2016-2553321**

COMPLAINT

The Pennsylvania Public Utility Commission (Commission) is a duly constituted agency of the Commonwealth of Pennsylvania empowered to regulate public utilities within the Commonwealth. The Commission has delegated its authority to initiate proceedings which are prosecutory in nature to the Bureau of Investigation and Enforcement and other bureaus with enforcement responsibilities. Pursuant to that delegated authority and Section 701 of the Public Utility Code, the Bureau of Investigation and Enforcement hereby represents as follows:

1. That all authority issued to DPK Properties, LLC, (respondent) is under suspension effective May 27, 2016 for failure to maintain evidence of insurance on file with this Commission.

2. That respondent maintains a principal place of business at 116 North 4th Street, Darby, PA 19023-2626.

3. That respondent was issued a Certificate of Public Convenience by this Commission on May 27, 2015, at A-2015-2475376.

4. That respondent has failed to maintain evidence of Cargo and Liability insurance on file with this Commission. The Bureau of Investigation and Enforcement's proposed civil penalty for this violation is \$500 and cancellation of the Certificate of Public Convenience.

5. That respondent, by failing to maintain evidence of insurance on file with this Commission, violated 66 Pa.C.S. § 512, 52 Pa. Code § 32.2(c), and 52 Pa. Code § 32.11(a), § 32.12(a) or § 32.13(a).

Wherefore, unless respondent pays the penalty of \$500 or files an answer in compliance with the attached notice and/or causes its insurer to file evidence of insurance with this Commission within twenty (20) days of the date of service of this Complaint, the Bureau of Investigation and Enforcement will request that the Commission issue an Order which (1) cancels the Certificate of Public Convenience held by respondent at A-2015-2475376 for failure to maintain evidence of current insurance on file with the Commission, (2) fines Respondent the sum of five hundred dollars (\$500.00) for the illegal activity described in this Complaint, (3) orders such other remedy as the Commission may deem to be appropriate, which may include the suspension of a vehicle registration and (4) imposes an additional fine on the respondent should cancellation occur.

Respectfully submitted,  
David W. Loucks, Chief  
Motor Carrier Enforcement  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265

VERIFICATION

I, David W. Loucks, Chief, Motor Carrier Enforcement, Bureau of Investigation and Enforcement, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief and that I expect that the Bureau will be able to prove same at any hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date: 7/6/2016

David W. Loucks, Chief  
Motor Carrier Enforcement  
Bureau of Investigation and Enforcement

NOTICE

A. You must file an Answer within 20 days of the date of service of this Complaint. The date of service is the mailing date as indicated at the top of the Secretarial Letter. See 52 Pa. Code § 1.56(a). The Answer must raise all factual and legal arguments that you wish to claim in your defense, include the docket number of this Complaint, and be verified. You may file your Answer by mailing an original to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, you may eFile your Answer using the Commission's website at [www.puc.pa.gov](http://www.puc.pa.gov). The link to eFiling is located under the Filing & Resources tab on the homepage. If

your Answer is 250 pages or less, you are not required to file a paper copy. If your Answer exceeds 250 pages, you must file a paper copy with the Secretary's Bureau.

Additionally, a copy should either be mailed to:

Michael L. Swindler, Deputy Chief Prosecutor  
 Pennsylvania Public Utility Commission  
 Bureau of Investigation and Enforcement  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Or, emailed to Mr. Swindler at: RA-PCCmplntResp@pa.gov

B. If you fail to answer this Complaint within 20 days, the Bureau of Investigation and Enforcement will request that the Commission issue an Order imposing the penalty.

C. You may elect not to contest this Complaint by causing your insurer to file proper evidence of current insurance in accordance with the Commission's regulations and by paying the fine proposed in this Complaint by certified check or money order within twenty (20) days of the date of service of this Complaint. Accord certificates of insurance and faxed form Es and Hs are unacceptable as evidence of insurance.

The proof of insurance must be filed with the:

Compliance Office, Bureau of Technical Utility Services  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Payment of the fine must be made to the Commonwealth of Pennsylvania and should be forwarded to:

Rosemary Chiavetta, Secretary  
 Pennsylvania Public Utility Commission  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

Your payment is an admission that you committed the alleged violation and an agreement to cease and desist from further violations. Upon receipt of the evidence of insurance from your insurer, and upon receipt of your payment, the Complaint proceeding shall be closed.

D. If you file an Answer which either admits or fails to deny the allegations of the Complaint, the Bureau of Investigation and Enforcement will request the Commission to issue an Order imposing the penalty set forth in this Complaint.

E. If you file an Answer which contests the Complaint, the matter will be assigned to an Administrative Law Judge for hearing and decision. The Judge is not bound by the penalty set forth in the Complaint, and may impose additional and/or alternative penalties as appropriate.

F. If you are a corporation, you must be represented by legal counsel. 52 Pa. Code § 1.21.

Alternative formats of this material are available for persons with disabilities by contacting the Commission's ADA Coordinator at 717-787-8714. Do not call this number if you have questions as to why you received this complaint. For those questions you may call 717-783-3847.

**Pennsylvania Public Utility Commission; Bureau of Investigation and Enforcement v. Deorio, Dominic J.; Docket No. C-2016-2553452**

COMPLAINT

The Pennsylvania Public Utility Commission (Commission) is a duly constituted agency of the Commonwealth of Pennsylvania empowered to regulate public utilities within the Commonwealth. The Commission has delegated its authority to initiate proceedings which are prosecutory in nature to the Bureau of Investigation and Enforcement and other bureaus with enforcement responsibilities. Pursuant to that delegated authority and Section 701 of the Public Utility Code, the Bureau of Investigation and Enforcement hereby represents as follows:

1. That all authority issued to Deorio, Dominic J., (respondent) is under suspension effective May 30, 2016 for failure to maintain evidence of insurance on file with this Commission.

2. That respondent maintains a principal place of business at 336 Veronia Road, West Chester, PA 19380.

3. That respondent was issued a Certificate of Public Convenience by this Commission on September 18, 1998, at A-00115117.

4. That respondent has failed to maintain evidence of Cargo and Liability insurance on file with this Commission. The Bureau of Investigation and Enforcement's proposed civil penalty for this violation is \$500 and cancellation of the Certificate of Public Convenience.

5. That respondent, by failing to maintain evidence of insurance on file with this Commission, violated 66 Pa.C.S. § 512, 52 Pa. Code § 32.2(c), and 52 Pa. Code § 32.11(a), § 32.12(a) or § 32.13(a).

Wherefore, unless respondent pays the penalty of \$500 or files an answer in compliance with the attached notice and/or causes its insurer to file evidence of insurance with this Commission within twenty (20) days of the date of service of this Complaint, the Bureau of Investigation and Enforcement will request that the Commission issue an Order which (1) cancels the Certificate of Public Convenience held by respondent at A-00115117 for failure to maintain evidence of current insurance on file with the Commission, (2) fines Respondent the sum of five hundred dollars (\$500.00) for the illegal activity described in this Complaint, (3) orders such other remedy as the Commission may deem to be appropriate, which may include the suspension of a vehicle registration and (4) imposes an additional fine on the respondent should cancellation occur.

Respectfully submitted,  
 David W. Loucks, Chief  
 Motor Carrier Enforcement  
 Bureau of Investigation and Enforcement  
 P.O. Box 3265  
 Harrisburg, PA 17105-3265

VERIFICATION

I, David W. Loucks, Chief, Motor Carrier Enforcement, Bureau of Investigation and Enforcement, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief and that I expect that the Bureau will be able to prove same at any

hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date: 6/29/2016

David W. Loucks, Chief  
Motor Carrier Enforcement  
Bureau of Investigation and Enforcement

NOTICE

A. You must file an Answer within 20 days of the date of service of this Complaint. The date of service is the mailing date as indicated at the top of the Secretarial Letter. See 52 Pa. Code § 1.56(a). The Answer must raise all factual and legal arguments that you wish to claim in your defense, include the docket number of this Complaint, and be verified. You may file your Answer by mailing an original to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, you may eFile your Answer using the Commission's website at [www.puc.pa.gov](http://www.puc.pa.gov). The link to eFiling is located under the Filing & Resources tab on the homepage. If your Answer is 250 pages or less, you are not required to file a paper copy. If your Answer exceeds 250 pages, you must file a paper copy with the Secretary's Bureau.

Additionally, a copy should either be mailed to:

Michael L. Swindler, Deputy Chief Prosecutor  
Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, emailed to Mr. Swindler at: RA-PCCmplntResp@pa.gov

B. If you fail to answer this Complaint within 20 days, the Bureau of Investigation and Enforcement will request that the Commission issue an Order imposing the penalty.

C. You may elect not to contest this Complaint by causing your insurer to file proper evidence of current insurance in accordance with the Commission's regulations and by paying the fine proposed in this Complaint by certified check or money order within twenty (20) days of the date of service of this Complaint. Accord certificates of insurance and faxed form Es and Hs are unacceptable as evidence of insurance.

The proof of insurance must be filed with the:

Compliance Office, Bureau of Technical Utility Services  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Payment of the fine must be made to the Commonwealth of Pennsylvania and should be forwarded to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Your payment is an admission that you committed the alleged violation and an agreement to cease and desist from further violations. Upon receipt of the evidence of

insurance from your insurer, and upon receipt of your payment, the Complaint proceeding shall be closed.

D. If you file an Answer which either admits or fails to deny the allegations of the Complaint, the Bureau of Investigation and Enforcement will request the Commission to issue an Order imposing the penalty set forth in this Complaint.

E. If you file an Answer which contests the Complaint, the matter will be assigned to an Administrative Law Judge for hearing and decision. The Judge is not bound by the penalty set forth in the Complaint, and may impose additional and/or alternative penalties as appropriate.

F. If you are a corporation, you must be represented by legal counsel. 52 Pa. Code § 1.21.

Alternative formats of this material are available for persons with disabilities by contacting the Commission's ADA Coordinator at 717-787-8714. Do not call this number if you have questions as to why you received this complaint. For those questions you may call 717-783-3847.

**Pennsylvania Public Utility Commission; Bureau of Investigation and Enforcement v. Transcare ML, Inc.; Docket No. C-2016-2557816**

COMPLAINT

The Pennsylvania Public Utility Commission (Commission) is a duly constituted agency of the Commonwealth of Pennsylvania empowered to regulate public utilities within the Commonwealth. The Commission has delegated its authority to initiate proceedings which are prosecutory in nature to the Bureau of Investigation and Enforcement and other bureaus with enforcement responsibilities. Pursuant to that delegated authority and Section 701 of the Public Utility Code, the Bureau of Investigation and Enforcement hereby represents as follows:

1. That all authority issued to Transcare ML, Inc., (respondent) is under suspension effective June 24, 2016 for failure to maintain evidence of insurance on file with this Commission.

2. That respondent maintains a principal place of business at 306 West Central Avenue, Paoli, PA 19301.

3. That respondent was issued a Certificate of Public Convenience by this Commission on October 13, 2009, at A-00124163.

4. That respondent has failed to maintain evidence of Liability insurance on file with this Commission. The Bureau of Investigation and Enforcement's proposed civil penalty for this violation is \$500 and cancellation of the Certificate of Public Convenience.

5. That respondent, by failing to maintain evidence of insurance on file with this Commission, violated 66 Pa.C.S. § 512, 52 Pa. Code § 32.2(c), and 52 Pa. Code § 32.11(a), § 32.12(a) or § 32.13(a).

Wherefore, unless respondent pays the penalty of \$500 or files an answer in compliance with the attached notice and/or causes its insurer to file evidence of insurance with this Commission within twenty (20) days of the date of service of this Complaint, the Bureau of Investigation and Enforcement will request that the Commission issue an Order which (1) cancels the Certificate of Public Convenience held by respondent at A-00124163 for failure to maintain evidence of current insurance on file with the

Commission, (2) fines Respondent the sum of five hundred dollars (\$500.00) for the illegal activity described in this Complaint, (3) orders such other remedy as the Commission may deem to be appropriate, which may include the suspension of a vehicle registration and (4) imposes an additional fine on the respondent should cancellation occur.

Respectfully submitted,  
David W. Loucks, Chief  
Motor Carrier Enforcement  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265

#### VERIFICATION

I, David W. Loucks, Chief, Motor Carrier Enforcement, Bureau of Investigation and Enforcement, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief and that I expect that the Bureau will be able to prove same at any hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date: 7/26/2016

David W. Loucks, Chief  
Motor Carrier Enforcement  
Bureau of Investigation and Enforcement

#### NOTICE

A. You must file an Answer within 20 days of the date of service of this Complaint. The date of service is the mailing date as indicated at the top of the Secretarial Letter. See 52 Pa. Code § 1.56(a). The Answer must raise all factual and legal arguments that you wish to claim in your defense, include the docket number of this Complaint, and be verified. You may file your Answer by mailing an original to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, you may eFile your Answer using the Commission's website at [www.puc.pa.gov](http://www.puc.pa.gov). The link to eFiling is located under the Filing & Resources tab on the homepage. If your Answer is 250 pages or less, you are not required to file a paper copy. If your Answer exceeds 250 pages, you must file a paper copy with the Secretary's Bureau.

Additionally, a copy should either be mailed to:

Michael L. Swindler, Deputy Chief Prosecutor  
Pennsylvania Public Utility Commission  
Bureau of Investigation and Enforcement  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Or, emailed to Mr. Swindler at: RA-PCCmplntResp@pa.gov

B. If you fail to answer this Complaint within 20 days, the Bureau of Investigation and Enforcement will request that the Commission issue an Order imposing the penalty.

C. You may elect not to contest this Complaint by causing your insurer to file proper evidence of current insurance in accordance with the Commission's regulations and by paying the fine proposed in this Complaint by certified check or money order within twenty (20) days

of the date of service of this Complaint. Accord certificates of insurance and faxed form Es and Hs are unacceptable as evidence of insurance.

The proof of insurance must be filed with the:

Compliance Office, Bureau of Technical Utility  
Services  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Payment of the fine must be made to the Commonwealth of Pennsylvania and should be forwarded to:

Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

Your payment is an admission that you committed the alleged violation and an agreement to cease and desist from further violations. Upon receipt of the evidence of insurance from your insurer, and upon receipt of your payment, the Complaint proceeding shall be closed.

D. If you file an Answer which either admits or fails to deny the allegations of the Complaint, the Bureau of Investigation and Enforcement will request the Commission to issue an Order imposing the penalty set forth in this Complaint.

E. If you file an Answer which contests the Complaint, the matter will be assigned to an Administrative Law Judge for hearing and decision. The Judge is not bound by the penalty set forth in the Complaint, and may impose additional and/or alternative penalties as appropriate.

F. If you are a corporation, you must be represented by legal counsel. 52 Pa. Code § 1.21.

Alternative formats of this material are available for persons with disabilities by contacting the Commission's ADA Coordinator at 717-787-8714. Do not call this number if you have questions as to why you received this complaint. For those questions you may call 717-783-3847.

ROSEMARY CHIAVETTA,  
*Secretary*

[Pa.B. Doc. No. 16-1460. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Telecommunications Services

**A-2016-2547313. Peerless Network of Pennsylvania, LLC.** Application of Peerless Network of Pennsylvania, LLC for approval to offer, render, furnish or supply telecommunications services to the public as a competitive local exchange carrier in the service territories of Windstream Pennsylvania, LLC; Windstream Conestoga, Inc.; Windstream D&E, Inc.; Windstream Buffalo Valley, Inc.; Commonwealth Telephone Company d/b/a Frontier Communications Commonwealth Telephone Company; and Marianna-Scenery Hill Telephone Company.

Formal protests and petitions to intervene must be filed in accordance with 52 Pa. Code (relating to public utilities) on or before September 6, 2016. Filings must be made with the Secretary of the Pennsylvania Public Utility Commission, P.O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant. The documents filed in support of the application are available for



inspection and copying at the Office of the Secretary between 8 a.m. and 4:30 p.m., Monday through Friday, on the Pennsylvania Public Utility Commission's web site at [www.puc.pa.gov](http://www.puc.pa.gov) and at the applicant's business address.

*Applicant:* Peerless Network of Pennsylvania, LLC

*Through and By Counsel:* Edward A. Yorkgitis, Jr., Esquire, Kelley Drye & Warren, LLP, 3050 K Street NW, Suite 400, Washington, DC 20007

ROSEMARY CHIAVETTA,  
*Secretary*

[Pa.B. Doc. No. 16-1461. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Transfer of Control

**A-2016-2559898. CallCatchers, Inc., d/b/a FreedomVoice, and GoDaddy Operating Company, LLC.** Joint application of CallCatchers, Inc., d/b/a FreedomVoice, and GoDaddy Operating Company, LLC for approval of a general rule transfer of control.

Formal protests and petitions to intervene must be filed in accordance with 52 Pa. Code (relating to public utilities) on or before September 6, 2016. Filings must be made with the Secretary of the Pennsylvania Public Utility Commission, P.O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant. The documents filed in support of the application are available for inspection and copying at the Office of the Secretary between 8 a.m. and 4:30 p.m., Monday through Friday, on the Pennsylvania Public Utility Commission's web site at [www.puc.pa.gov](http://www.puc.pa.gov) and at the applicant's business address.

*Applicants:* Call Catchers, Inc., d/b/a FreedomVoice; GoDaddy Operating Company, LLC

*Through and By:*

*Call Catchers, Inc.:* Eric Thomas, President and CEO, Call Catchers, Inc., 169 Saxony Road, Encinitas, CA 92024; and Michael P. Donahue, Esquire, Keenan P. Adamchak, Esquire, Marashlian & Donahue, PLLC, 1420 Spring Hill Road, Suite 401, Tysons, VA 22102

*GoDaddy Operating Co, Inc.:* Matthew A. Forkner, Vice President, Deputy General Counsel, GoDaddy, Inc., 14455 North Hayden Road, Scottsdale, AZ 85260; and Jennifer L. Kostyu, Esquire, L. Charles Keller, Esquire, Wilkinson, Barker, Knauer, LLP, 1800 M Street, NW, Suite 800N, Washington, DC 20036

ROSEMARY CHIAVETTA,  
*Secretary*

[Pa.B. Doc. No. 16-1462. Filed for public inspection August 19, 2016, 9:00 a.m.]

## PHILADELPHIA PARKING AUTHORITY

### Request for Bids

The Philadelphia Parking Authority will accept sealed bids for Bid No. 16-19, Install Electric Substation Meters at Philadelphia International Airport, until 2 p.m. on

Monday, September 12, 2016. Information can be obtained from [www.philapark.org](http://www.philapark.org) or call Mary Wheeler at (215) 683-9665.

VINCENT J. FENERTY, Jr.,  
*Executive Director*

[Pa.B. Doc. No. 16-1463. Filed for public inspection August 19, 2016, 9:00 a.m.]

## PHILADELPHIA REGIONAL PORT AUTHORITY

### Request for Proposals

The Philadelphia Regional Port Authority will accept sealed proposals for Project No. 16-100.S, RFP for Inland Port State of Practice Study, until 2 p.m. on Tuesday, September 20, 2016. Information (including mandatory preproposal information) can be obtained from [www.philaport.com](http://www.philaport.com) under "Our Port," then "Procurement" or call (215) 426-2600.

JEFF THEOBOLD,  
*Executive Director*

[Pa.B. Doc. No. 16-1464. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Request for Proposals

The Philadelphia Regional Port Authority will accept sealed proposals for Project No. 16-101.S, RFP for Economic Impact Study, until 2 p.m. on Thursday, September 22, 2016. Information (including mandatory preproposal information) can be obtained from [www.philaport.com](http://www.philaport.com) under "Our Port," then "Procurement" or call (215) 426-2600.

JEFF THEOBOLD,  
*Executive Director*

[Pa.B. Doc. No. 16-1465. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Request for Proposals

The Philadelphia Regional Port Authority (PRPA) will accept sealed proposals for Project No. 16-113.S, RFP for PRPA Brand and Enhancement Campaign, until 2 p.m. on Wednesday, October 12, 2016. Information (including mandatory preproposal information) can be obtained from [www.philaport.com](http://www.philaport.com) under "Our Port," then "Procurement" or call (215) 426-2600.

JEFF THEOBOLD,  
*Executive Director*

[Pa.B. Doc. No. 16-1466. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Request for Proposals

The Philadelphia Regional Port Authority will accept sealed proposals for Project No. 16-114.P, RFP Design and

Construction Management Services for the Pier 78 Sprinkler Replacement Project, until 2 p.m. on Tuesday, September 20, 2016. Information (including mandatory prebid information) can be obtained from [www.philaport.com](http://www.philaport.com) under "Our Port," then "Procurement" or call (215) 426-2600.

JEFF THEOBOLD,  
*Executive Director*

[Pa.B. Doc. No. 16-1467. Filed for public inspection August 19, 2016, 9:00 a.m.]

## PUBLIC SCHOOL EMPLOYEES' RETIREMENT BOARD

### Hearing Scheduled

A hearing has been scheduled, as authorized by 24 Pa.C.S. Part IV (relating to Public School Employees' Retirement Code), in connection with the Public School Employees' Retirement System's (System) denial of claimant's request concerning the indicated account.

The hearing will be held before a hearing officer at the Public School Employees' Retirement System, 5 North Fifth Street, Harrisburg, PA 17101:

September 21, 2016      Pammarie Kennedy      1 p.m.  
(Disability Retirement)

Persons with a disability who wish to attend the previously listed hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should contact Lori Koch, Assistant to the Executive Director at (717) 720-4606 to discuss how the System may best accommodate their needs.

Parties may appear with or without counsel and offer relevant testimony or evidence to support their respective positions. The hearing will be held in accordance with the requirements of 2 Pa.C.S. §§ 501—508 and 701—704 (relating to Administrative Agency Law). Under 22 Pa. Code § 201.1 (relating to applicability of general rules), procedural matter will be in conformance with 1 Pa. Code Part II (relating to General Rules of Administrative Practice and Procedure) unless specific exemption is granted.

GLEN R. GRELL,  
*Executive Director*

[Pa.B. Doc. No. 16-1468. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Hearing Scheduled

A hearing has been scheduled, as authorized by 24 Pa.C.S. Part IV (relating to Public School Employees' Retirement Code), in connection with the Public School Employees' Retirement System's (System) denial of claimant's request concerning the indicated account.

The hearing will be held before a hearing officer at the Public School Employees' Retirement System, 5 North Fifth Street, Harrisburg, PA 17101:

October 5, 2016      Courtney M. Henry      1 p.m.  
(T-F Membership)

Persons with a disability who wish to attend the previously listed hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should contact Lori Koch, Assistant to the Executive Director at (717) 720-4606 to discuss how the System may best accommodate their needs.

Parties may appear with or without counsel and offer relevant testimony or evidence to support their respective positions. The hearing will be held in accordance with the requirements of 2 Pa.C.S. §§ 501—508 and 701—704 (relating to Administrative Agency Law). Under 22 Pa. Code § 201.1 (relating to applicability of general rules), procedural matter will be in conformance with 1 Pa. Code Part II (relating to General Rules of Administrative Practice and Procedure) unless specific exemption is granted.

GLEN R. GRELL,  
*Executive Director*

[Pa.B. Doc. No. 16-1469. Filed for public inspection August 19, 2016, 9:00 a.m.]

## STATE BOARD OF MEDICINE

### Bureau of Professional and Occupational Affairs v. Jopindar Pal Harika, MD; Doc. No. 0739-49-16

On April 8, 2016, Jopindar Pal Harika, MD, license No. MD030282E, last known of Monroeville, Allegheny County, was automatically suspended for at least 10 years from the date of conviction based on pleading guilty to a felony under The Controlled Substance, Drug, Device and Cosmetic Act (35 P.S. §§ 780-101—780-144).

Individuals may obtain a copy of the final order by writing to Wesley J. Rish, Board Counsel, State Board of Medicine, P.O. Box 69523, Harrisburg, PA 17106-9523.

This final order represents the final State Board of Medicine (Board) decision in this matter. It may be appealed to the Commonwealth Court of Pennsylvania by the filing of a petition for review with that court in accordance with the Pennsylvania Rules of Appellate Procedure. Individuals who take an appeal to the Commonwealth Court must serve the Board with a copy of their petition for review. The Board contact for receiving service of the appeals is the previously-named Board counsel.

ANDREW J. BEHNKE, MD,  
*Chairperson*

[Pa.B. Doc. No. 16-1470. Filed for public inspection August 19, 2016, 9:00 a.m.]

## STATE BOARD OF NURSING

### Bureau of Professional and Occupational Affairs v. Stacey Smith Longarini, RN; Doc. No. 1884-51- 2015

On October 26, 2015, Stacey Smith Longarini, RN, license No. RN294406L, last known of Reading, Berks County, was issued a notice and order of automatic suspension based on her misdemeanor conviction under The Controlled Substance, Drug, Device and Cosmetic Act (35 P.S. §§ 780-101—780-144).

Individuals may obtain a copy of the automatic suspension by writing to Bridget K. Guilfoyle, Board Counsel, State Board of Nursing, P.O. Box 69523, Harrisburg, PA 17106-9523.

KRISTIN MALADY, BSN, RN,  
*Chairperson*

[Pa.B. Doc. No. 16-1471. Filed for public inspection August 19, 2016, 9:00 a.m.]

### Bureau of Professional and Occupational Affairs v. Nina Michelle Newton, LPN; Doc. No. 0781-51- 2015

On May 5, 2016, Nina Michelle Newton, LPN, license No. PN270160, last known of Ardmore, Delaware and Montgomery Counties, was issued a notice and order of automatic suspension based on her misdemeanor conviction under The Controlled Substance, Drug, Device and Cosmetic Act (35 P.S. §§ 780-101—780-144).

Individuals may obtain a copy of the automatic suspension by writing to Bridget K. Guilfoyle, Board Counsel, State Board of Nursing, P.O. Box 69523, Harrisburg, PA 17106-9523.

KRISTIN MALADY, BSN, RN,  
*Chairperson*

[Pa.B. Doc. No. 16-1472. Filed for public inspection August 19, 2016, 9:00 a.m.]

## STATE CONSERVATION COMMISSION

### Action on Odor Management Plans for Concentrated Animal Operations and Concentrated Animal Feeding Operations and Volunteers Complying with the Commonwealth's Facility Odor Management Program

The State Conservation Commission has taken the following actions on previously received applications for Odor Management Plans under 3 Pa.C.S. §§ 501—522 (relating to nutrient management and odor management).

Persons aggrieved by any action may appeal under 3 Pa.C.S. § 517 (relating to appealable actions), section 4 of the Environmental Hearing Board Act (35 P.S. § 7514) and 2 Pa.C.S. §§ 501—508 and 701—704 (relating to Administrative Agency Law) to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, P.O. Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users should contact the Environmental Hearing Board (Board) through the Pennsylvania AT&T Relay Service at (800) 654-5984. Appeals must be filed with the Board within 30 days of publication of this notice in the *Pennsylvania Bulletin*. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary of the Board at (717) 787-3483. This paragraph does not, in and of itself, create any right of appeal beyond that permitted by applicable statutes and decision law.

For individuals who wish to challenge an action, appeals must reach the Board within 30 days. A lawyer is not needed to file an appeal with the Board.

Important legal rights are at stake, so individuals interested in challenging this action should show this notice to a lawyer at once. Persons who cannot afford a lawyer may qualify for pro bono representation. Call the Secretary of the Board at (717) 787-3483 for more information.

#### Odor Management Plan—Public Notice Spreadsheet—Actions

<i>Ag Operation Name and Address</i>	<i>County/Township</i>	<i>Animal Equivalent Units</i>	<i>Animal Type</i>	<i>New, Amended or Existing</i>	<i>Action Taken</i>
Glendon Horst 255 Millbach Road Newmanstown, PA 17073	Lebanon County/ Millcreek and Heidelberg Townships	0	Broiler	Existing	Rescinded
Brian M. Landis 0 Maxell Drive Quarryville, PA 17566	Lancaster County/ Fulton Township	169.15	Broilers	Amended	Approved
Michael and Corey Wilt 1408 Pointer Road Everett, PA 15537	Bedford County/ East Providence Township	1,426.8	Swine	New	Approved
Lewis Hoover 947 Buffalo Creek Road Mifflinburg, PA 17844	Union County/ Buffalo Township	266.5	Turkey	New	Approved

<i>Ag Operation Name and Address</i>	<i>County/Township</i>	<i>Animal Equivalent Units</i>	<i>Animal Type</i>	<i>New, Amended or Existing</i>	<i>Action Taken</i>
Country View Family Farms, LLC Bivouac Sow Farm 15197 Great Cove Road Big Cove Tannery, PA 17212	Fulton County/ Ayr Township	2,978.55	Swine	Existing	Implementation Extension
Joe L. Miller 2651 State Route 642 Milton, PA 17847	Northumberland County/ East Chillisquaque Township	84	Layers	New	Approved
Melvin L. Bricker—East Dutch Corner Road Farm 0 East Dutch Corner Road McConnellsburg, PA 17233	Fulton County/ Dublin Township	346.8	Turkeys	New	Approved

PATRICK McDONNELL,  
*Acting Chairperson*

[Pa.B. Doc. No. 16-1473. Filed for public inspection August 19, 2016, 9:00 a.m.]

## SUSQUEHANNA RIVER BASIN COMMISSION

### Commission Meeting

The Susquehanna River Basin Commission (Commission) will hold its regular business meeting on September 8, 2016, at 9 a.m. at The Otesaga Resort Hotel, Ballroom, 60 Lake Street, Cooperstown, NY 13326. Details concerning the matters to be addressed at the business meeting are contained in the Supplementary Information section of this notice.

For further information contact Jason E. Oyler, General Counsel, (717) 238-0423, Ext. 1312, fax (717) 238-2436.

#### *Supplementary Information*

The business meeting will include actions or presentations on the following items: (1) informational presentation of interest to the Upper Susquehanna Subbasin area; (2) proposed rescission of the Commission's Information Technology Services Fee Policy; (3) ratification/approval of contracts/grants; (4) release of proposed rulemaking for public comment; (5) notice for Montage Mountain Resorts, LP project sponsor to appear and show cause before the Commission; and (6) Regulatory Program projects, including a request to extend an emergency certificate for Furman Foods, Inc.

Projects and proposed rescission of the Commission's Information Technology Services Fee Policy listed for Commission action are those that were the subject of a public hearing conducted by the Commission on August 4, 2016, and identified in the notice for the hearing, which was published at 81 FR 44407 (July 7, 2016).

The public is invited to attend the Commission's business meeting. Comments on the Regulatory Program projects and proposed rescission of the Commission's Information Technology Services Fee Policy were subject to a deadline of August 15, 2016. Written comments pertaining to other items on the agenda at the business meeting may be mailed to the Susquehanna River Basin Commission, 4423 North Front Street, Harrisburg, PA 17110-1788, or submitted electronically through <http://www.srb.com/publicinfo/publicparticipation.htm>. The comments are due to the Commission on or before September 2, 2016. Comments will not be accepted at the business meeting noticed herein.

*Authority:* Pub.L. 91-575, 84 Stat. 1509 et seq., 18 CFR Parts 806—808.

*Dated:* August 5, 2016.

ANDREW D. DEHOFF,  
*Executive Director*

[Pa.B. Doc. No. 16-1474. Filed for public inspection August 19, 2016, 9:00 a.m.]

# NOTICES

## GOVERNOR'S OFFICE

### Catalog of Nonregulatory Documents

Under Executive Order 1996-1, agencies under the jurisdiction of the Governor must catalog and publish nonregulatory documents such as policy statements, guidance manuals, decisions, rules and other written materials that provide compliance related information. The following compilation is the twentieth list of the nonregulatory documents. This list is updated and published annually in August.

This catalog is being provided to ensure that the public has complete access to the information necessary to understand and comply with State regulations. We have made every effort to ensure that the catalog includes all documents in effect as of July 26, 2016; however, due to the breadth and changing nature of these documents, we cannot guarantee absolute accuracy. Facilitating access to information is important to enhancing the partnership between the regulated community and the State.

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#### Office of ADMINISTRATION (OA)

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**Editor's Note:** The Index of Issuances, Manual M210.3, issued by the Governor's Office of Administration, Directives Management System, includes Executive Orders, Management Directives and Manuals. New or revised documents to the Index are published monthly in the *Pennsylvania Bulletin* and the entire index is revised yearly in the *Pennsylvania Code*.

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#### Department of AGING

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The following is a catalog of current nonregulatory documents for the Pennsylvania Department of Aging. Documents dating prior to 2012 have been excluded but can often be found on the Department's website.

#### I. LEGAL DECISIONS

Contact: Neeka Jones, Chief Counsel  
Office of Chief Counsel

- *Reynolds v. Department of Aging*, 570 A.2d 1373 (Pa. Commw. 1990).
- *Pennsylvania Department of Aging v. Lindbergh*, 469 A.2d 1012 (Pa.1983).
- *Suburban/Bustleton v. Department of Aging*, 579 A.2d 426 (Pa. Commw. 1990).
- *McGuire v. Department of Aging*, 592 A.2d 830 (Pa. Commw. 1991).
- *Dickey v. Department of Aging*, 615 A.2d 990 (Pa. Commw. 1992).
- *In the Interest of M.B.*, 686 A.2d 87 (Pa. Commw. 1996).
- *Calabro v. Department of Aging*, 689 A.2d 34 (Pa. Commw. 1997).
- *Calabro v. Department of Aging*, 698 A.2d 596 (Pa. 1997).
- *Schaffren v. Philadelphia Corporation for Aging*, 1997 U.S. Dist. Lexis 17493 (M.D. Pa., 1997).
- *Scanlon v. Department of Aging*, 739 A.2d 635 (Pa. Commw. 1999).
- *Peek v. Department of Aging*, 873 A.2d (Pa. Commw. 2005).
- *Silo v. Commonwealth*, 886 A.2d 1193 (Pa. Commw. 2005).
- *Commonwealth v. TAP Pharmaceutical Products, Inc.*, 885 A.2d 1127 (Pa. Commw. 2005).
- *Christian Street Pharmacy v. Department of Aging*—unreported Commonwealth Court Opinion—May 30, 2007.
- *Christian Street Pharmacy v. Pa. Department of Aging*, 946 A.2d 798 (Pa. Commonwealth Court, April 10, 2008).
- *Commonwealth v. TAP Pharmaceutical Products, et al.*, 212 MD 2004.
- *Commonwealth v. Janssen Pharmaceutical Inc. Philadelphia Court of Common Pleas*, Case # 002181.
- *Peake v. Commonwealth*, 132 A.3d 506 (Pa. Commw. 2015).

#### II. INTERNAL GUIDELINES

Current Aging Program Directives  
Contact: Policy Office (717) 783-1550

#### A. AREA AGENCY ON AGING ADMINISTRATION

- 13-01-01 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2012-13 Amendment # 1
- 13-01-02 Area Agency on Aging Program Requirements, Planning Allocations and reporting Requirements for Nursing Home Transition Program FY 2012-13
- 13-01-04 2012-13 Aging Block Grant Amendment # 1: Funding Allocations
- 13-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2012-13
- 14-01-01 Area Agency On Aging Program Requirements, Planning Allocations And Aging Services Block Grant Format For FY 2013-2014-Revision # 1
- 14-01-02 Options Services Reporting Instructions
- 14-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2013-14 Revision # 2
- 15-01-01 FY 2014-15 Allocations
- 15-01-02 Options Spending Plan
- 15-01-03 Pennsylvania Link to Aging and Disability Resources clarifies program requirements, structure and funding for FY 2014-2015 Link program
- 15-01-04 Area Agency on Aging Program Requirements, Planning Allocations and Reporting Requirements for the Title XIX Agreement, FY 2014-15 Revision # 1
- 15-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format, FY 2014-2015 Revision # 1

- 15-01-06 Administration
- 15-01-07 Hearings and Appeals
- 15-01-08 Options
- 15-01-09 Assessment
- 15-01-10 Block Grant FY 2014-15 Allocation Revision
- 15-01-11 Title XIX Agreement FY 2014-15 Allocation Revision
- 16-01-08 OBRA Level II Assessments
- 16-01-07 Title XIX Funding Revision No. 1
- 16-01-07 Attachment
- 16-01-06 Cooperative Grant Agreement Allocation Revision No. 2
- 16-01-05 AAA 2016-20 Area Plan
- 16-01-05 FAQs
- 16-01-03 AAA Program Requirements, Planning Allocations & Reporting Requirements for Title XIX Agreement, FY 2015-2016 Revision # 1
- 16-01-03 Attachment
- 16-01-02 OPTIONS Services Reporting Instructions
- 16-01-01 AAA Program Requirements, Planning Allocations & Aging Services Block Grant Format, FY 2015-2016 Revision # 1
- 16-01-01 Attachment

#### **B. CONGREGATE MEALS**

- 15-03-01 Policies and Standards for Food Safety and Menu Compliance Monitoring
- 15-03-02 Policies and Standards for the Department of Aging Nutrition Services

#### **C. EMPLOYMENT SERVICES**

- 12-05-02 Fiscal Year (FY) 12-13 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 12-05-03 Fiscal Year (FY) 12-13 Amended SCSEP Allocations and Slot Levels
- 13-05-01 Fiscal Year (FY) 13-14 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 14-05-01 Fiscal Year (FY) 14-15 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 15-05-01 Fiscal Year (FY) 14-15 SCSEP Funding Allocations
- 16-05-01 Fiscal Year (FY) 15-16 SCSEP Funding

#### **D. PASSENGER TRANSPORTATION**

- 14-07-01 Transportation Payer of Last Resort

#### **E. OMBUDSMAN**

- 13-10-01 Upgrade to Statewide Reporting System Ombudsman Manager (Replaces 02-10-01)
- 16-10-01 Long Term Care Ombudsman
- 16-10-01 Regulation Compliance Manual

#### **F. ADULT DAY SERVICES**

- 14-20-01 Older Adult Daily Living Centers Dually Licensed as an Adult Training Facility

#### **G. PROTECTIVE SERVICES INTAKE AND INVESTIGATION**

- 15-24-01 RON Intake and Payment for Ages 18-59

#### **H. DOMICILIARY CARE**

- 16-25-01 2016 Domiciliary Care Payment to Provider
- 13-25-01 2014 Domiciliary Care Payment to Provider
- 15-25-01 2015 Domiciliary Care Payment to Provider

#### **III. POLICY AND PROCEDURES MANUAL:**

##### *I. ADMINISTRATION*

1. Directive—Issuance of Aging Service Policy & Procedure Manual
2. Chapter—Chapter I: Administration
3. Regulations
  - Appendix A. Definitions
4. Frequently Asked Questions—FAQs

##### *II. HEARINGS AND APPEALS*

1. Directive—Issuance of Aging Service Policy & Procedure Manual Chapter II: Hearings & Appeals
2. Chapter—Chapter II: Hearings and Appeals
3. Forms
  - Notice of Appeal Rights
  - Consumer—Adverse Action Notice and Appeal Instructions
  - Provider—Adverse Action Notice and Appeal Instructions
4. Regulations
  - Appendix C.1—6 PA Code Chapter 3—Hearings and Appeals
  - Appendix C.3-6 PA Code Chapter 21—Domiciliary Care Services for Adults
5. Documentation—Please see Hearings and Appeals Forms

##### *III. APPRISE*

Work in progress

##### *IV. DOMICILIARY CARE*

Work in progress

##### *V. CAREGIVER SUPPORT PROGRAM*

Work in progress

##### *VI. NUTRITIONAL SERVICES*

Work in progress

##### *VII. OMBUDSMAN*

Work in progress

##### *VIII. OPTIONS*

1. Directive—Issuance of Aging Service Policy & Procedure Manual Chapter VIII: OPTIONS
2. Chapter—Chapter VIII: OPTIONS
3. Regulations

Appendix A OPTIONS Cost Share Countable Income List

Appendix B 2014 OPTIONS Cost Share Scale

Appendix B Enhanced Cost Share Calculation Tool (Excel File)

Calculation Tool Page 1 (PDF)

Calculation Tool Page 2 (PDF)

Calculation Tool Page 3 (PDF)

Appendix B Provider Attestation

Appendix C Home Care Regulations

Appendix C Home Health Regulations

Appendix D OPTIONS Service Order Documentation Requirements

Appendix E OPTIONS Program Service Standards

Appendix E Pennsylvania Residency

Appendix E United States Legal Resident

Appendix F Calculation of Administration and Care Management Costs

Appendix F Enrollment Steps Options to Waiver

Appendix F OPTIONS NFC

#### IX. ASSESSMENT

1. Directive—Issuance of Aging Service Policy & Procedure Manual Chapter IX: Assessment

2. Chapter—Chapter IX: Assessment

3. Forms

Level of Care Determination

Needs Assessment Tool

4. Regulations

Appendix A. LCD Instructions

Appendix B. Physician Certification Form

Appendix B. Level of Care Determination Notice

Appendix B. OBRA Documentation Checklist for AAA

Appendix B. OBRA Form Level II-MA 0376

Appendix B. OBRA Form Level I-MA 0376

Appendix B. OBRA Form—MA 408

Appendix C. OLTL Bulletin 01-14-13, 03-14-10, 07-14-01, 55-14-01

Appendix C. OLTL Bulletin 03-14-12

Appendix C. OLTL Bulletin 55-14-02

5. Resources

Disruptive Mood Dysregulation Disorder Fact Sheet

Intellectual Disability Fact Sheet

Obsessive Compulsive Disorder Fact Sheet

PTSD Fact Sheet

Schizophrenia Fact Sheet

Somatic Symptom Disorder Fact Sheet

#### X. PROTECTIVE SERVICES

Work in progress

#### XI. SENIOR COMMUNITY CENTERS

Work in progress

#### XII. SUPPORTIVE SERVICES

Work in progress

#### XIII. CARE MANAGEMENT

Work in progress

#### IV. TECHNICAL ASSISTANCE BULLETINS

- Socialization/Recreation/Education/Health promotion
- 12-04-01: Older Americans Act Title IIID Funding for Evidence-Based Programs

#### V. COUNCIL ON AGING

Contact: Donna Reinaker, Executive Director

- Pennsylvania Council on Aging Bylaws

#### VI. PHARMACEUTICAL PROGRAM (PACE)

Contact: PACE Operations Division (717) 787-7313

- PACE Provider Manual

#### A. PROVIDER BULLETINS

- PPB-16-001 Prescriber Edit Enhancement sent January 2016
- PPB-16-002 Prescriber Edit Enhancement: Implementation sent January 2016
- PPB-16-003 Part D Transition Period: Ending sent February 2016
- PPB-16-004 AstraZeneca Recall sent February 2016
- PPB-16-005 Rejected Reversal Recovery sent March 2016
- PPB-16-006 Proton Pump Inhibitor (PPI) Implementation sent March 2016
- PPB-16-007 Update: Federal Upper Limits (FUL) sent March 2016
- PPB-16-008 Postponed Rejected Reversal Recovery sent March 2016
- PPB-16-009 Drug Manufacturers' Rebate Program Non Participating Manufacturer sent March 2016
- PPB-16-010 Mandatory Substitution sent April 2016
- PPB-16-011 Revised Audit Manual sent April 2016
- PPB-16-012 Compound Edit sent May 2016
- PPB-16-013 Update: Federal Upper Limits (FUL) sent April 2016
- PPB-16-014 DUR High Dose Edits sent May 2016
- PPB-16-015 New PACE Provider Agreement sent May 2016
- PPB-15-001 New Edits Bulletin sent January 2015
- PPB-15-002 Medicare Part D Plan Information Bulletin sent January 2015
- PPB-15-003 FUL (Federal Upper Limits) Reimbursement Bulletin sent January 2015
- PPB-15-004 Alzheimer Disease Edits Bulletin sent February 2015
- PPB-15-005 Quantity Limits Bulletin sent March 2015
- PPB-15-006 Part D Plan Transition Period Bulletin sent March 2015
- PPB-15-007 System Upgrade Window Bulletin sent May 2015
- PPB-15-008 \$4,000 Prescription Procedure Revision Bulletin sent June 2015
- PPB-15-009 Drug Manufacturers' Rebate Program Non Participating Manufacturers sent August 2015
- PPB-15-010 Praluent® (alirocumab) Injection sent August 2015
- PPB-15-011 Mandatory Substitution sent August 2015
- PPB-15-012 Prolia® (denosumab) Injection sent August 2015
- PPB-15-014 Levemir® (Insulin Detemir [rDNA Origin] Injection) Day's Supply sent September 2015

- PPB-15-015 Immunizations: Influenza Vaccine sent October 2015
- PPB-15-016 Drug Manufacturers' Rebate Program Non Participating Manufacturers sent September 2015
- PPB-15-017 2016 Edit Enhancements sent December 2015
- PPB-15-018 Cost Exceeds Maximum Edit Revision sent October 2015
- PPB-15-019 Prescriber Edit Enhancement sent December 2015
- PPB-15-020 Medicare Part D Partner Plans 2016 sent December 2015
- PPB-14-005 ProDUR Editing of Part D claims Bulletin sent September 2014
- PPB-14-006 ProDUR Edit Additions Bulletin sent September 2014
- PPB-14-007 FUL (Federal Upper Limit) Reprocessing Bulletin sent September 2014
- PPB-14-009 Non-participating Manufacturers Bulletin sent October 2014
- PPB-13-002 FUL Reimbursement Bulletin sent May 2013
- PPB-13-003 New DUR Edits Bulletin sent March 2013
- PPB-13-004 Rejected Reversals Bulletin sent April 2013
- PPB-13-005 NCPDP 7C Edit Bulletin sent March 2013
- PPB-13-006 Compound Enhancement Bulletin sent May 2013
- PPB-13-007 Non-Participating Manufacturers Bulletin sent May 2013
- PPB-12-001 Part D Plans with Agreements Bulletin sent January 2012
- PPB-12-002 D.Ø Postponement Bulletin sent March 2012
- PPB-12-003 PACE Implementation Bulletin sent April 2012
- PPB-12-004 Correct BIN number on secondary claims sent March 2012
- PPB-12-006 PACE Implementation reminder Bulletin sent April 2012
- PPB-12-007 PACE Portal Announcement Bulletin sent April 2012
- PPB-12-008 NCPD v5.1Denial Date Bulletin sent May 2012
- PPB-12-009 Prescriber NPI edit Bulletin sent May 2012
- PPB-12-010 4Rx Identifier Edit Bulletin sent June 2012
- PPB-12-013 Non-Participating Manufacturers Bulletin sent September 2012
- PPB-12-014 FUL (Federal Upper Limits) Bulletin sent October 2012
- PPB-12-015 Short Cycle Dispensing Bulletin sent October 2012

- PPB-12-016 Part D Plans for 2013 sent November 2012
- PPB-12-018 Pro DUR Bulletin sent November 2012

## B. PHYSICIAN EDUCATIONAL TRAINING

- Evaluation and management of Alzheimer's Disease and related disorders
- Aggregating the evidence on antiplatelet drugs: A review of recent clinical trials
- Helping patients with COPD breathe easier: Integrating the latest evidence on chronic lung disease into primary care practice
- Preventing falls in the elderly: What primary care clinicians can do to reduce injury and death
- Acid Suppression Therapy: Neutralizing the Hype
- Managing pain in the elderly
- Managing pain without overusing opioids: Implementing safe, effective, and less risky analgesic strategies
- Weighing the evidence on obesity and its management
- Just a spoonful of medicine helps the sugar go down: Improving the management of type 2 diabetes
- Preventing overuse of antipsychotic drugs in nursing home care
- Evaluating and managing urinary incontinence
- Anticoagulation: a key strategy—slow(er), even if not steady, wins the race
- Heart failure: Managing risk and improving patient outcomes
- Managing type 2 diabetes: a spoonful of medicine helps the sugar go down, but there's more to it than that
- Lowering lipid levels

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## Department of AGRICULTURE

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### I. POLICY STATEMENTS

#### A. Bureau of Administrative Services

- Right-to-Know Procedures—Public Access to Information
- Contact: Susan West (717) 787-5674

#### B. Bureau of Food Distribution

- Allowable Uses of State Food Purchase Program Capital Asset Program (CAP) Monies
- Contact: Sandy Hopple (717) 772-2693

#### C. Bureau of Market Development

- Instructions for Completion of Application for Fairs Capital Improvement Matching Funds Grant
  - Guidelines: Agricultural and Rural Youth Grant Program Direct and Matching Grants
- Contact: Hannah Smith-Brubaker (717) 787-1270

#### D. Pennsylvania State Conservation Commission

- Pennsylvania's Nutrient Management Act Technical Manual
  - Nutrient Management Program Administrative Manual
- Contact: Frank Schneider (717) 705-3895

#### E. State Racing Commission

- Licensing Procedures and Standards for Applicants—Bureau of Harness Racing
- Contact: Andrew Bender (717) 265-7751
- Licensing Procedures and Standards for Applicants—Bureau of Horse Racing
- Contact: Andrew Bender (717) 265-7751



## II. GUIDANCE MANUALS

### A. Bureau of Animal Health and Diagnostic Services

- Pennsylvania Animal Diagnostic Laboratory System User Guide Contact: Dr. David Wolfgang (717) 783-2200

### B. Bureau of Dog Law Enforcement

- Standard Operating Procedures Manual Contact: Kristen Donmoyer (717) 787-3062

### C. Bureau of Food Distribution

- Farmers Market Nutrition Program—Farmer/Vendor Procedure Manual
- Woman, Infants, and Children (“WIC”) FMNP Procedure Manual
- Self Declaration of Need: Income Poverty Guidelines for TEFAP, with USDA Nondiscrimination Statement Contact: Sandy Hopple (717) 772-2693

### D. Bureau of Food Safety and Laboratory Services

- rBST Labeling Information
- Application to Install or Remodel a Milking System
- Supplement to a Farm Refrigerated Bulk Milk Storage Tank and/or a Precooler Installation Application Contact: Dr. Lydia Johnson (717) 787-4315
- Ice Manufacturing Plants Consumer Confidence Program Guidelines
- Reduced Oxygen Packaging (ROP) Policy and Procedures for Meat, Poultry, Fish & Seafood
- Open Air Markets Requirements for Food Protection within a Retail Food Facility
- Guidance and Requirements for Home Food Processors
- Guidelines for the Preparation of Sushi Products
- Guidelines for the Sanitary Operation of Honey Extracting Facilities
- Guidelines for Deer Meats Donated to Food Banks by Hunters
- Guidance for Labeling of Foods at Retail
- Guidance Document: Permits Allowing the Sale of Raw Milk for Human Consumption
- Guidelines: Rabbit Slaughter Operations
- Ground Beef and Fresh Sausage Manufacturing and Labeling/Deli Labeling
- Emergency Recovery: Power Outage, Flood, Contaminated Water Supply
- A Guideline for the Safe Handling of Melons
- Checklist for Mobile Food Facilities in PA
- Checklist for Temporary Food Facilities Operating with Permanent Licenses in PA
- Checklist for Retail Food Facilities Operating with Temporary Licenses in PA Contact: Sheri L. Morris (717) 787-4315

### E. Bureau of Plant Industry

- Instructions for Licensing under the Pennsylvania Commercial Feed Law
- Instructions for Licensing under the Pennsylvania Fertilizer Act
- Directions for Renewing Specialty Fertilizer Registration in Pennsylvania
- Instruction for Licensing under the Pennsylvania Agricultural Liming Materials Act
- Commercial Feed Enforcement Action Matrix Contact: David Dressler (717) 772-5216
- Instructions for Licensing under the Pennsylvania Seed Act Contact: Johnny Zook (717) 787-4894

- Directions for Registering Pesticides in Pennsylvania
- Experimental Pesticides Use Permits Contact: John Lake (717) 772-5211

- Grower Record Keeping Guidelines for Pesticides Applications made under an Emergency Exemption
- Instructions for Licensing under the Pennsylvania Soil and Plant Amendment Act
- Directions for Soil and Plant Amendment Registration in Pennsylvania Contact: David Dressler (717) 772-5216

- IPM for Pennsylvania Schools: A How-To Manual Contact: Sara Pickel (717) 772-5227

### F. Bureau of Ride and Measurement Standards

- Amusement Ride Operators’ and Attendants’ Manual Contact: Walt Remmert (717) 787-9089

### G. Pennsylvania State Conservation Commission

- Best Management Practices Manual for Pennsylvania Livestock and Poultry Operations Contact: Karl Brown (717) 787-8821
- Resource Enhancement and Protection Program (REAP)—Program Guidelines and Application Contact: Joel Semke (717) 705-4032
- Odor Management Guidance and Technical Manual
- Odor Best Management (BMPs) for Facility Odor Management
- Odor Management Plan (OMP) Standard Plan Template Contact: Karl Dymond (570) 836-2181, ext. 3030
- Guidelines for the Agricultural Conservation Technical Assistance Program
- Guidelines for the Agricultural Conservation Easement Conservation District Administrative Support Program
- Special Project Guidelines—“Building for Tomorrow” Leadership Development Program
- Special Project Guidelines—Ombudsman Program
- Special Project Guidelines—Pennsylvania Envirothon Education Scholarship Program Contact: Johan Berger (717) 772-4189

### H. State Racing Commission

- Guidelines for Medications in Racehorses—Bureau of Harness Racing
- Guidelines for Medications in Racehorses—Bureau of Horse Racing Contact: Andrew Bender (717) 265-7751

## III. INTERNAL GUIDELINES

### A. Bureau of Animal Health and Diagnostic Services

- Bureau of Animal Health and Diagnostic Service Policy and Field Personnel Guidance Field Personnel Involvement in Animal Cruelty Investigations Contact: Dr. Kevin Brightbill (717) 705-1626

### B. Bureau of Farmland Preservation

- Checklist for Review of an Agricultural Conservation Easement Purchase Recommendation
- Checklist for Evaluation of a County Agricultural Conservation Easement Purchase Program Contact: Douglas M. Wolfgang (717) 783-3167

### C. Bureau of Food Safety and Laboratory Services

- Summary of Enforcement Requirements for Violations of Bacterial Count, Somatic Cell Count and Antibiotic Residue Tests for Individual Milk Producer Samples

- Clarification of Enforcement Policy for a Producer Utilizing Two Bulk Milk Tanks
  - Producer Record Transfer Program
  - Tolerances for Egg Quality, below which a Warning Letter shall be issued to a store
  - Tolerances for Egg Quality, below which Seizure of Eggs will be made at a store
  - Tolerances for Egg Quality, below which Prosecution will be initiated against a store
  - Tolerances for Egg Quality, below which Seizure of Eggs will be made at a plant
  - Implementation Guidance for the Consumer Advisory Provision of the PA Food Code
  - Potentially Hazardous Food Determination Enforcement Guidance: Frozen Dessert Law—Pasteurization Requirements for Dry Frozen Yogurt Mixes that contain Allowed Live Yogurt Cultures
  - Inspection Requirement Guidelines for Farmers Markets and Stands
  - Expired Food Products at Retail Sale
- Contact: Dr. Lydia Johnson (717) 787-4315

#### D. Bureau of Market Development

- Agricultural Fair Program State Premium Guideline Book
  - Healthy Farms and Healthy Schools Program—Program Objectives
  - PATH to Organic Program
- Contact: Hannah Smith-Brubaker (717) 787-1270

#### E. Bureau of Plant Industry

- Plant Pest Act Enforcement Action Penalty Matrix
- Contact: Dana Rhodes (717) 772-5205
- Fertilizer Enforcement Action Penalty Matrix
  - Soil and Plant Amendment Enforcement Action Penalty Matrix
- Contact: David Dressler (717) 772-5216
- Pesticide Enforcement Action Penalty Matrix
- Contact: Dave Scott (717) 772-5214
- Seed Enforcement Action Penalty Matrix
- Contact: Johnny Zook (717) 787-4894

### IV. OTHER

#### A. Bureau of Food Safety and Laboratory Services

- Industry Responsibilities with respect to Broken Seals
- Contact: Dr. Lydia Johnson (717) 787-4315
- Hot and Cold Holding of Foods
  - Guidelines for Maple Syrup Operations
- Contact: Sheri L. Morris (717) 787-4315
- A Retailer's Guide to Assuring Shelf Egg Safety & Quality
  - Safe Handling of Eggs
  - Safe Handling of Fresh Fruits & Vegetables
- Contact: Dr. Lydia Johnson (717) 787-4315

#### B. Bureau of Plant Industry

- Pennsylvania Pesticide Hypersensitivity Registration Information
- Contact: Dave Scott (717) 772-5214
- Manufacture and Distribution of Raw Milk or Raw Milk Products for an Agronomic Purpose other than for Human Consumption
- Contact: Erin K. Bubb (717) 772-5215

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### Department of BANKING AND SECURITIES (DOBS)

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Nonregulatory public documents of the Department of Banking and Securities are divided into three indexed categories listed below: Letters from Secretaries of Banking and Securities to Regulated Entities ("Secretaries' Letters"); Guidance Available Regarding Compliance with Depository Institution Statutes and Regulations; and, Guidance Available Regarding Compliance with Licensee Statutes and Regulations. The contact for all Department of Banking and Securities documents is the Office of Chief Counsel at (717) 787-1471.

#### I. SECRETARIES' LETTERS

The following is a historical list of letters to regulated entities from respective Secretaries of Banking and Securities providing guidance regarding compliance with statutes and regulations applicable to Pennsylvania state-chartered banking institutions, savings associations, credit unions, and non-depository institutions licensed to make mortgage and other types of loans in Pennsylvania.

#### 2015

- 09/29/15 Secretary's Letter to all persons that are engaged in money transmission by selling services to persons including non-profits, religious organizations, charities and political campaigns ("third-party recipient") for the movement of money from a donor's bank account or credit card to a third-party recipient that this entities are in compliance with the money transmission laws of the Commonwealth.
- 09/16/15 2016 Bank Holidays
- 09/08/15 Secretary's Letter to all state-chartered, licensed, and registered financial services institutions and companies announcing the formation of a Cybersecurity Task Force, describing Commonwealth cybersecurity efforts, and encouraging the development of cybersecurity attack prevention and mitigation plans using available and recommended resources.
- 07/08/15 Deputy Secretary's Letter states that state-chartered credit unions are preapproved to include in their field of members the 12 types of associational groups enumerated in 12 CFR part 701.
- 03/20/15 Acting Secretary's Letter to all Licensees under the Debt Management Services Act regarding the Department's regulation addressing continuing education requirements.
- 02/19/15 Deputy Secretary's Letter to Chief Executive Officers of all Pennsylvania State-Chartered Banks, Bank and Trust Companies, and Savings Banks regarding the AOCI opt-out election on the institution's March 31, 2015 Call Report.

#### 2014

- 10/18/14 Acting Deputy Secretary's Letter to mortgage loan correspondents providing guidance if assignment of loans to a warehouse table funder does not occur simultaneously with funding as required by Section 6102 of the Mortgage Licensing Act, 7 Pa.C.S. § 6102

- 10/01/14 Secretary's Letter to all entities engaged in the Debt Settlement Services Business with Pennsylvania residents announces enactment of Debt Settlement Services Act
- 09/05/14 2015 Bank Holidays
- 08/22/14 Secretary's Letter to all Licensees under the Motor Vehicle Sales Finance Act informing them of the December 1, 2014, effective date of the new, consolidated Consumer Credit Code, Chapter 62 of which repeals and replaces the MVSFA.
- 07/30/14 Secretary's Letter to all Pennsylvania State-Chartered Banks, Bank and Trust Companies and Savings Banks announcing New Assessment Regulation
- 07/30/14 Secretary's Letter to all Pennsylvania State-Chartered Credit Unions announcing New Assessment Regulation
- 07/30/14 Secretary's Letter to all Pennsylvania State-Chartered Trust Companies announcing New Assessment Regulation
- 06/26/14 Secretary's Letter to all Pennsylvania State-Chartered Credit Unions announces that on June 18, 2014, Governor Corbett signed into law House Bill 2009 as Act 62 of 2014, which updates and modernizes the Credit Union Code.
- 06/25/14 Secretary's Letter to all Broker-Dealers, Investment Advisers and Registrants of Securities Subject to the Pennsylvania Securities Act of 1972 announces that on June 10, 2014, Governor Corbett signed into law Senate Bill 1045 as Act 52 of 2014, which amends the Pennsylvania Securities Act of 1972 to reflect changes necessitated by the 2012 merger of the Pennsylvania Securities Commission into the Department of Banking and developments in federal and state securities laws over the past decade.
- 01/16/14 Deputy Secretary's Letter announces that Pennsylvania one-page mortgage disclosure is no longer required to be issued by mortgage licensees.
- 01/08/14 Deputy Secretary's Letter announces changes to coverage of the Consumer Equity Protection Act as a result of changes in federal law.
- 2013**
- 09/17/13 2014 Bank Holidays
- 07/11/13 Secretary's Letter to persons engaged in the mortgage loan business in Pennsylvania or with Pennsylvania residents regarding the Governor's recent signing into law of House Bill 1124, enacted as Act 38 of 2013, which amends the Mortgage Licensing Act.
- 06/24/13 Secretary's Letter addresses repeal of the Savings Association Code of 1967 by Act 23 of 2013.
- 02/01/13 Deputy Secretary's Letter to Chief Executive Officers of all Banks, Bank and Trust Companies, Savings Banks and Savings Associations to provide guidance on the Department's position concerning the calculation of the credit exposure arising from a derivative transaction or a securities financing transaction entered into by an Institution for purpose of determining an Institution's lending limit.
- 2012**
- 11/14/12 Secretary's Letter provides information regarding Acts 170—172 of 2012, House Bills 2368—2370, known as the "Banking Law Modernization Package."
- 09/14/12 2013 Bank Holidays
- 07/02/12 Joint Secretary's Letter with Federal Reserve Banks of Cleveland and Philadelphia announces Federal Reserve's Emergency Communications System and encourages all Pennsylvania state-chartered institutions to participate.
- 2011**
- 12/22/11 Secretary's Letter announces new Office of Client Financial Services.
- 10/06/11 Secretary's Letter addresses final HUD SAFE Act Regulation and indicates Department will begin interpreting the Mortgage Licensing Act consistent with the HUD Final Regulation.
- 09/15/11 2012 Bank Holidays
- 09/12/11 Secretary's Letter requests all regulated entities to work constructively with local governments, individuals and businesses which are experiencing financial difficulties due to Hurricane Irene and Tropical Storm Lee.
- 07/21/11 Joint Secretary's Letter with Pennsylvania Housing Finance Agency addresses termination of the Homeowner's Emergency Mortgage Assistance Program.
- 01/27/11 Deputy Secretary's Letter addresses issues regarding and provides guidance on the Small Business Lending Fund, established by the U.S. Department of the Treasury.
- 2010**
- 10/06/10 Deputy Secretary's Letter states that credit unions are preapproved to offer short-term, small amount loans ("STS Loans") in parity with the ability of federally chartered credit unions as authorized by the National Credit Union Administration ("NCUA") pursuant to Section 501(e)(1) and (f) of the Credit Union Code.
- 08/25/10 2011 Bank Holidays

**2009**

- 09/18/09 2010 Bank Holidays
- 08/05/09 The letter provides information regarding Act 31 of 2009, House Bill 1654 (P.N. 2448), which amends Pennsylvania's existing mortgage industry licensing law, 7 Pa.C.S. Chapter 61, in order to implement the federal Secure and Fair Enforcement for Mortgage Licensing Act of 2008 (the "SAFE Act"), 12 U.S.C. § 5101 et seq.
- 05/29/09 Secretary's Letter asking banking institutions to show flexibility and understanding toward state employees whose incomes may be temporarily disrupted as the result of a potential budget impasse.
- 04/24/09 Secretary's Letter to discussing the depository institutions confidentiality provisions of the Department of Banking Code related to examination reports and enforcement proceedings.
- 01/08/09 Secretary's Letter regarding debt management services and debt settlement services in Pennsylvania under the Debt Management Services Act, effective February 6, 2009.

**2008**

- 10/31/08 Secretary's Letter addresses questions regarding the ability of state-chartered banks, bank and trust companies and stock savings banks to participate in the United States Treasury's Capital Purchase Program in light of certain requirements contained in the Banking Code of 1965.
- 10/27/08 Secretary's Letter regarding recently announced programs by the U.S. Treasury and FDIC to enhance the strength of financial institutions, foster market liquidity and promote market stability.
- 09/09/08 2009 Bank Holidays
- 07/11/08 Secretary's Letter provides detailed explanation of three bills signed into law by Governor Edward G. Rendell on July 8, 2008: Act 56 of 2008, House Bill 2179 (P.N. 4020), the new consolidated mortgage licensing bill (the "Mortgage Act"), Act 57 of 2008, Senate Bill 483 (P.N. 2163), which amends the Loan Interest and Protection Law (the "LIPL"), and Act 58 of 2008, Senate Bill 484 (P.N. 2251), which amends the Department of Banking Code (the "DOB Code").
- 04/23/08 Secretary's Letter discusses the MOU between NY, NJ and PA Department of Banking regarding regional interstate branching.
- 02/28/08 Secretary's Letter regarding General Assembly considering legislation to create a new licensing category for individual mortgage originators in the Commonwealth.

**2007**

- 12/10/07 Secretary's Letter asking financial institutions to work to meet the credit needs of Pennsylvania heating oil dealers during the 2007-2008 winter season.
- 12/06/07 Deputy Secretary's Letter stating that Pennsylvania state-chartered credit unions that are eligible members of Visa U.S.A. are pre-approved to receive and retain stock that will be issued by Visa Inc. as part of a corporate restructuring in parity with the ability of federally-chartered credit unions.
- 10/10/07 2008 Bank Holidays
- 09/14/07 Deputy Secretary's Letter addresses acceptable means by which the required annual audit of trust activities of trust companies, bank and trust companies, and savings banks and savings associations that exercise trust powers may be accomplished, as required by Section 1407 of the Banking Code.
- 04/13/07 Letter provides guidance on nontraditional mortgage product risks.
- 02/01/07 The Pennsylvania Department of Banking joins with the Federal Deposit Insurance Corporation in urging you to consider ways that your institution might choose to participate in the IRS' Volunteer Income Tax Assistance (VITA) program.
- 01/12/07 The Secretary's Letter announces the December 16, 2006 publication in the *Pennsylvania Bulletin* of a Statement of Policy which defines dishonest, fraudulent, illegal, unfair, unethical, negligent and incompetent conduct under Sections 313(a)(5) and (14) of the MBBCEPA.
- 01/10/07 Letter announces that Pennsylvania state banking institutions and Pennsylvania national banks are hereby permitted to observe Monday, November 12, 2007, as an optional legal holiday in recognition of Veteran's Day.

**2006**

- 10/04/06 2007 Bank Holidays
- 06/28/06 Secretary's Memo to State-Chartered Banking and Trust Institutions, Savings Associations and Credit Unions; National Banks and Federal Thrifts regarding the Rise in Reports of Fraudulent Cashier's Checks.
- 06/01/06 Secretary's Memo to State-Chartered Banking and Trust Institutions, Savings Associations and Credit Unions regarding the Influenza Pandemic Preparedness.

**2005**

- 10/14/05 2006 Bank Holiday Schedule
- 04/13/05 Secretary's Letter states that overdraft protection programs are permissible for state-chartered depository institutions and provides guidelines for such programs.

**2004**

- 12/01/04 The Secretary's Letter request that State and National Banks, State and Federally Chartered Savings Banks and State and Federally Chartered Savings and Loan Associations consider the difficult winter period and the effect it will have on the cash flow of over 600 heating oil dealers operating in the Commonwealth.
- 09/30/04 Pennsylvania state-chartered trust companies, bank and trust companies, and savings banks and savings associations with trust powers may engage in fiduciary activities to the same extent as national banks without notice to the Department.
- 09/23/04 Secretary's Letter on behalf of Governor Edward G. Rendell, encourage leaders of financial institutions to act with reasonable forbearance toward local governments, individuals and businesses which are experiencing financial difficulties due to the recent floods.
- 08/03/04 The Secretary's Letter informs all lenders and brokers under the jurisdiction of the Department of the Department's concerns related to the use of improperly influenced appraisals. Letter also addresses "builder exception" under the Mortgage Bankers and Brokers and Consumer Equity Protection Act.
- 03/19/04 Secretary's Letter addresses terms and conditions of "selective first payment due date" options and "deferred first payment" options that may be offered to buyers as part of installment sale contracts under the MVSA.

**2003**

- 09/30/03 The Secretary's Letter states that overdraft protection programs permissible for state-chartered depository institutions and provides guidelines for such programs. OCC Interpretive Letter # 914
- 09/02/03 The Secretary's Letter informs all mortgage lenders and/or mortgage brokers of the restrictions regarding the use of lock-in agreements.
- 08/22/03 The Secretary's Letter reminds all motor vehicle lenders that PA law requires motor vehicle lienholders to mail or deliver the outstanding motor vehicle certificate of title to the vehicle owner immediately upon satisfaction of the respective lienholder's security interest in the vehicle.
- 08/11/03 The Secretary's Letter, informs all mortgage lenders and/or mortgage brokers of the requirement to provide the written cautionary notice disclosure to an applicant for a "covered loan" at least three business days prior to consummation of that type of mortgage loan transaction.
- 07/25/03 The Secretary's Letter discusses the terms and conditions of deferred payment programs that may be offered to buyers as part of installment sales contracts originated by licensees.
- 06/25/03 The Secretary's Letter is intended to clarify the Department's position regarding the terms and conditions of deferred payment programs that may be offered to buyers as part of installment sales contracts originated by licensees under the MVSA.
- 06/11/03 The Secretary's Letter that requests licensees and registrants under the Check Casher Licensing Act to voluntarily adopt a policy of cashing all government-issued checks at the rate authorized for government assistance checks in Section 503(a)(1) of the Check Casher Licensing Act.
- 05/08/03 The Secretary's Letter states that the Act 207 of 2002 provides Pennsylvania state-chartered credit unions parity with federally-chartered credit unions in regard to activities, field of membership requests, and investing in credit union service organizations, subject to a notice requirement.
- 05/02/03 Secretary's Letter stating that check cashers licensed by the Department of Banking must comply with the statement of policy issued May of 1998 concerning the Check Casher Licensing Act. The statement of policy provides that check cashers should post a notice of exact fees and charges, which shall be within the maximum prescribed in the act. The notice should be in plain view and in a location readily apparent to the consumer transacting business at each check casher location.
- 05/02/03 Secretary's Letter stating that retail food stores registered with the Department of Banking must comply with the statement of policy issued May of 1998 concerning the Check Casher Licensing Act. The statement of policy provides that check cashers should post a notice of exact fees and charges, which shall be within the maximum prescribed in the act. The notice should be in plain view and in a location readily apparent to the consumer transacting business at each check casher location.
- 04/01/03 The Secretary's Letter discusses state-charted banks engaging in payday lending activities.
- 03/26/03 The Secretary's Letter discusses the Streamlined Call Report filing requirements.

**2002**

- 09/23/02 The Secretary's Letter discusses that the Act 55 of 2001 definition of "Covered Loan" changes effective October 1, 2002; and that "Median Family Income" statistical estimates necessary for lenders to calculate (a) repayment ability of potential obligor under Section 512(b), and (b) whether negative amortization terms may be imposed on a potential obligor under Section 511(c), are now stated in the convenient chart attached to the letter.
- 06/03/02 Secretary's Letter discusses the Pilot Program for Residential Real Estate and Small Business Loans.

- 03/15/02 Secretary's Letter announces that by virtue of publication in the March 2, 2002 *Pennsylvania Bulletin* (Vol. 32, No. 9), the Mortgage Bankers and Brokers and Consumer Equity Protection Act ("MBBCEPA") Continuing Education Regulation (the "Regulation") is now in effect for all licensees under the MBBCEPA. Therefore, all licensees must be in compliance with the requirements contained in the Regulation by June 30, 2003, in order to renew a license.
- 2001**
- 12/21/01 This letter is to set forth in writing the Pennsylvania Department of Banking (the "Department") position on issues related to the ability of a Pennsylvania state-chartered bank, bank and trust company, or savings bank ("PA Bank") under Section 322 of the Banking Code of 1965 ("Section 322"). 7 P.S. § 322.
- 10/19/01 Secretary's Letter regarding President Bush's Executive Order Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit or Support Terrorism.
- 08/17/01 Letter to announce Act 55 of 2001, the Mortgage Bankers and Brokers and Consumer Equity Protection Act. A summary of Act 55 is attached to the Secretary's Letter.
- 01/04/01 Letter announces that Pennsylvania state banking institutions and Pennsylvania national banks are hereby permitted to observe Monday, November 12, 2001, as an optional legal holiday in recognition of Veteran's Day.
- 2000**
- 11/29/00 Governor Ridge signed into law as Act 89 of 2000, the Bank Parity Bill, HB 2533 of 2000 (P.N. 4073).
- 03-30-00 Pennsylvania State-chartered banks, bank and trust companies and savings banks may establish and operate messenger service branches.
- 03-23-00 Loans to Directors and Section 1414
- 01-18-00 Department's General Position on Internet Banking
- 1999**
- 08-23-99 Holidays for 2000
- 05-26-99 Letter interprets section 1414 of the Banking Code of 1965 as permitting Pennsylvania state-chartered banks, bank and trust companies, and savings banks to charge interest on loans to their executive officers to the same extent as permitted under Federal Reserve "Regulation O."
- 05-12-99 Permissible Bank Holidays for 2000.
- 05-12-99 Letter states that state-chartered banking institutions and offices of national banks located in Pennsylvania may remain open for business on January 1, 2, and 3, 2000, in order to address customers' questions and concerns regarding Year 2000 computer transaction issues.
- 01-22-99 Record Keeping Guidelines under the Mortgage Bankers and Brokers Act.
- 01-22-99 Record Keeping Guidelines under the Consumer Discount Company Act.
- 1998**
- 01-23-98 Year 2000 readiness and credit underwriting criteria for credit unions.
- 01-15-98 Year 2000 readiness and credit underwriting criteria.
- 1997**
- 08-27-97 Holidays for 1998.
- 06-09-97 Letter addresses electronic submission of Call Reports.
- 04-24-97 Letter discusses computer problems in the year 2000.
- 01-31-97 Letter regarding federal regulatory agencies having adopted a revised Uniform Financial Institutions Rating System which has been known as CAMEL.
- 1996**
- 11-25-96 Letter discusses the adjustment to the overhead assessment methodology for non-depository trust companies that it implemented in 1994.
- 04-16-96 Letter regarding authority of Pennsylvania state-chartered banking institutions to sell annuities issued by insurance companies.
- 01-26-96 Letter regarding heavy snowfall and floods having had a profound impact upon many communities in Pennsylvania and the financial hardships imposed upon your customers by this devastation.
- 1995**
- 10-10-95 Letter to Presidents of Pennsylvania State-chartered Credit Unions forwarding Investment Powers, Standards and Accounting Guidelines for Pennsylvania state-chartered credit unions as required by Section 501(b)(7) of the Credit Union Code which was amended by House Bill 2563, effective February 12, 1995.
- 07-11-95 Letter regarding Act 39 of 1995, amends the provisions of Pennsylvania's Banking Code to authorize full interstate banking and branching under Pennsylvania law and to facilitate the operations of interstate banks in Pennsylvania.
- 03-24-95 Letter regarding the Simplification and Availability of Bank Credit Act.

- 1994**
- 11-17-94 Letter to the Presidents and Chief Compliance Officers of Pennsylvania First Mortgage Companies regarding mortgage companies disbursing loan proceeds in a form prescribed by applicable law.
- 11-08-94 Letter to all Chief Executive Officers of Banks, Bank and Trust Companies, Savings Banks regarding Assets pledged for uninsured trust deposits.
- 10-13-94 Letter to the Presidents of Pennsylvania State-Chartered Credit Unions regarding automated teller machines at locations other than credit union's principal place of business.
- 10-05-94 Letter to all Chief Executive Officers of Banks, Bank and Trust Companies, Trust Companies, Savings Banks, Savings and Loan Associations regarding role change for outside auditors.
- 08-22-94 Letter to Chief Executive Officers of Pennsylvania Banking Institutions regarding bank holidays.
- 08-09-94 Letter to the Chief Executive Officers of Pennsylvania State-Chartered Banking Institutions, Savings Associations and Entities Licensed by the Department of Banking regarding enforcing the regulations of the Department of Banking Code, which provides for assessments of penalties and interest against financial institutions for failing to pay assessment and examination fees in a timely manner.
- 03-29-94 Letter to the Chief Executive Officers of Pennsylvania State-Chartered Non-Depository Trust Companies regarding the Department revising its examination/assessment billing method for non-depository trust companies.
- 1993**
- 12-09-93 Letter to the Presidents and Chief Executive Officers of Pennsylvania State-Chartered Banking Institutions regarding a new schedule for costs associated with the examination and supervision of state-chartered banks.
- 1992**
- 09-24-92 Letter to the Presidents and Chief Executive Officers of Pennsylvania State-Chartered Banking Institutions regarding evaluating the adequacy of capital and loan loss reserves separately.
- 1991**
- 09-03-91 Letter to all Motor Vehicle Sales Finance Companies discussing the problems with late delivery of certificates of title by motor vehicle lenders upon satisfaction of the existing loan. Letter states that title must be released immediately upon satisfaction of a loan.
- 08-23-91 Letter to all CEOs of Pennsylvania Chartered Savings Associations and all Pennsylvania Department of Banking Examiners clarifying its 7-29-91 interpretation of section 510 of the Savings Association Code of 1967, 7 P.S. § 6020-70(a)(3) which states that the Department will not object to and will not cite in an examination report a savings association employer for offering and providing favorable terms and rates on loans to such association's employees.
- 07-29-91 Letter to all CEOs of Pennsylvania Chartered Savings Associations and all Pennsylvania Department of Banking Examiners interpreting section 510 of the Savings Association Code of 1967, 7 P.S. § 6020-70(a)(3).
- 05-02-91 Letter to all Pennsylvania State-Chartered Banks, Savings Associations, and Credit Unions, OCC, OTS, NCUA, FDIC, Federal Reserve Board and all State Financial Regulatory Agencies informing them that Settlers Trust Savings Bank has not been and is not currently chartered to be a Pennsylvania state-chartered or federally chartered bank, bank and trust company, savings bank, or savings association.
- 1990**
- 12-03-90 Letter to the Executive Officer of the banking institution addressed: regarding the new minimum requirements for Annual Audits performed by Certified Public Accountants.
- 07-10-90 Letter to CEOs of Pennsylvania Financial Institutions informing them of an enforcement order against Mellon Bank, N.A. by the Pennsylvania Department of Insurance—re: Collateral Protection Insurance. Letter requests a summary of any existing collateral protection insurance programs to be used by the Department to assist the Department in drafting regulations to determine reasonable fees for licensees under the MVSEA.
- 07-10-90 Letter to CEOs of all Pennsylvania financial institutions informing them of the Department's opinion on the applicability of the "Anti-takeover law", Act 36 of 1990.
- 07-10-90 Letter to CEOs of all Pennsylvania Credit Unions informing them that credit unions must take immediate action in order to retain the power to indemnify their directors and volunteer officers. Also informing them that a special meeting of the board of directors should be called immediately to discuss adoption of a bylaw opting out of new provisions of the recently enacted "Anti-takeover Law", Act 36 of 1990.

- 06-11-90 Letter to CEOs and Boards of Directors of State-Chartered Credit Unions informing them that strict compliance with section 27 of the Credit Union Act, 15 Pa.C.S.A. § 12327, is required whenever a state-chartered credit union plans to merge or consolidate with any other credit union. In the future, failure to submit a merger application to the Department prior to the consummation of a merger will be viewed as a violation of law.
- 06-06-90 Letter to CEOs of state-chartered commercial banks and state-chartered credit unions informing them of the Department's opinion on the permissibility of the Federal Home Loan Bank of Pittsburgh ("FHLB/P") offering membership to other depository institutions in PA. Specifically, the FHLB/P would like to extend offers of membership to state-chartered commercial banks and state-chartered credit unions in PA.
- 05-17-90 Letter to CEOs of all Pennsylvania banking institutions informing them that the Department has recently issued an opinion regarding the impermissible collateralization of interest rate swap agreements.
- 04-30-90 Letter to all state-chartered credit unions issuing a new fee schedule for overhead assessment.
- 03-05-90 Letter to CEOs of all federally-insured state-chartered banks and S & Ls discussing the Resolution Trust Corporation, who is soliciting potential bidders for failing S&Ls. Letter requests institutions who are considering bidding to notify this Department before the bidding process begins.
- 01-18-90 Letter discusses FIRREA and additional language added to Section 222, entitled ACTIVITIES OF SAVINGS ASSOCIATIONS, which adds a new section to the Federal Deposit Insurance Act, Section 28, which states that Disclosures by Uninsured Savings Associations which are not insured by the Corporation, shall disclose clearly and conspicuously that the savings association's deposits are not federally insured.
- 1989**
- 11-01-89 Letter to CEOs of PA Banking Institutions discusses legal holidays for 1990. The Department has been advised by the Federal Reserve Banks of Philadelphia and Cleveland that it is their intention to observe Veterans' Day on Monday, November 12. The Department exercises its authority under Section 113(b)(x) that all state-chartered institutions have the option to observe Monday, November 12, 1990, as an optional holiday.
- 09-29-89 Letter lists legal bank holidays for 1990.
- 08-11-89 Letter to PA savings associations which are insured by the PSAIC regarding Financial Institutions Reform, Recovery and Enforcement Act and Section 222, entitled "Activities of Savings Associations" which requires certain disclosures be made by non-federally insured savings associations.
- 04-13-89 Letter discusses House Bill 979, Act 173 of 1988 which makes several significant changes in the Banking Code of 1965, including provisions which provide real estate investment and development authority to commercial savings banks; permit commercial and mortgage-backed securities powers; and, permit commercial and savings banks to make investments not presently permitted under statute in amounts up to 3% of assets with no more than 1% in any one investment.
- 1988**
- 11-03-88 Letter regarding survey of institutions offering low-cost checking and savings accounts.
- 11-02-88 Letter announces survey to be conducted by the Department regarding low-cost deposit accounts availability at banks and savings and loan associations.
- 10-17-88 Letter lists legal bank holidays for 1989.
- 09-30-88 Letter mailed to state-chartered banking institutions asking for a Report of Condition and Report of Income as of the close of business 9-30-88.
- 07-15-88 Letter to lenders asking them to act with forbearance toward farmers who may have been experiencing financial difficulties due to poor weather conditions.
- 06-30-88 Letter announces increase in assessments.
- 06-27-88 Letter to CEOs of bank and trust companies discusses the review of assessment fees for trust companies and trust departments. Letter asks institutions to complete a Report of Trust Assets.
- 06-03-88 Letter announces legislative amendments to sections 112, 166 & 117 of the Banking Code of 1965.
- 05-31-88 Letter to realtors discusses Senate Bill 7 of 1988, the Mortgage Bankers and Brokers Act.
- 04-06-88 Letter discusses the liquidation of TMIC Insurance Company and the need for some financial institutions to obtain alternate coverage.
- 1987**
- 12-11-87 Letter to bank and savings and loan association CEOs—re: provisions of the Uniform Commercial Code regarding full-day hours during the holidays.
- 11-04-87 Letter lists fixed and optional bank holidays for 1988.
- 08-28-87 Letter permits closing of institutions for Constitution Day celebration in Philadelphia, September 17, 1987.
- 06-24-87 Letter discusses requirements under Section 403 of the Banking Code of 1965 relating to report of condition & report of income.
- 03-23-87 Letter addressed to CEOs of all PA state-chartered banking institutions discusses Sections 1407(a) and 1407(c) of the Banking Code of 1965, which revises the minimum requirements for Directors' audits performed by CPAs.



- 02-05-87 Letter discusses permissibility of purchase or establishment of discount brokerage office subsidiaries under sections 311(b), 502(d) and 203(d) of the Banking Code of 1965.
- 01-16-87 Letter discusses Senate Bill 1389, Act No. 205 of 1986, amending various provisions of the Banking Code of 1965 (P.L. 847 No. 346) particularly § 1610 relating to fair pricing provisions.
- 01-06-87 Letter discusses permissibility of investment on mutual funds under the provision of the Banking Code of 1965, 7 P.S. § 307.
- 1986**
- 11-06-86 Letter contains a list of fixed and optional bank holidays for 1987.
- 09-30-86 Letter requests Report of Condition and Income as of September 30, 1986.
- 08-21-86 Letter discusses ownership of stock by state chartered institutions of out-of-state bank holding companies and 7 P.S. §§ 116, 311.
- 06-26-86 Letter requests Report of Condition and Income as of the close of business June 30, 1986.
- 03-17-86 Letter announces CSBS Computer Audit & Control Conference for bankers.
- 1985**
- 12-20-85 Letter requests report of condition and income for 4th Quarter of 1985.
- 12-16-85 Letter announces Martin Luther King, Jr.'s Birthday as a fixed holiday.
- 11-04-85 Letter lists all fixed and optional bank holidays for 1986.
- 09-25-85 Letter requests report of condition and income as of the close of business—9/30/85.
- 06-14-85 Letter announces upcoming examination of all corporations licensed under Pennsylvania's Secondary Mortgage Loan Act.
- 05-31-85 Letter discusses brokered loan fraud.
- 05-16-85 Letter announces "Day with the Secretary" program.
- 04-29-85 Letter discusses requirements for directors' audits pursuant to 7 P.S. § 1407(a) and the relevant regulations.
- 04-02-85 Letter announces CSBS Computer Audit & Control Conference for bankers.
- 01-30-85 Letter announces substantive amendments to 7 P.S. § 408, House Bill No. 2453, Act No. 1984-217.
- 1984**
- 12-20-84 Letter announces staff changes in the banking bureau of the Department.
- 12-12-84 Letter discusses requirement of § 1407 of the Banking Code of 1965 regarding audit requirements.
- 11-28-84 Letter discusses increasing fees and charges for traditional financial services.
- 10-19-84 Letter announces banking legal holidays for 1985.
- 10-09-84 Letter discusses Section 105(B.1) of the Banking Code of 1965, establishment of additional offices in Pennsylvania by foreign banking organizations.
- 07-26-84 Letter discusses Senate Bill 1304, Act No. 128 of 1984, Senate Bill 1305, Act No. 129 of 1984 and amendments to § 302, § 303, § 401 of the Banking Code of 1965.
- 07-26-84 Letter discusses Senate Bill No. 1304, Act No. 128 of 1984 which amended sections 203, 306, 308, 310, 311, 404, 405, 505, 805, 908, 1415, 1609, 1910, 2002 of the Banking Code of 1965.
- 07-26-84 Letter discusses Senate Bill No. 1080, Act No. 125 of 1984 which amended sections 311, 404, 514, 610, 802, 1217, 1405, 1609, 1801 and 1809 of the Banking Code of 1965.
- 07-13-84 Letter discusses amendment to Section 1910(d) of the Banking Code of 1965, which requires directors and officers to have an audit performed of the books and affairs of the institution at least once per year.
- 06-18-84 Letter announces Department's revisions to branch application forms.
- 06-14-84 Letter discusses Banking Code of 1965, § 307—Investment Securities (other than stock) and OCC revising its interpretation of ruling 7.1100, redefining capital and surplus for the purposes of investment limitations.
- 03-05-84 Letter is a reminder of importance of making and maintaining arrangements to backup data processing equipment and provide for reconstruction of records.
- 02-23-84 Letter discusses Section 319 of the Banking Code of 1965 and variable rate consumer installment loans.
- 02-17-84 Letter discusses the technological revolution which is affecting the banking industry. The letter also announces a presentation of CSBS Computer Audit and Control Conference for Bankers to be held in Philadelphia, PA on April 23—26, 1984.
- 01-24-84 Letter discusses Section 307 of the Banking Code of 1965 and investments in shares of money market mutual funds.
- 1983**
- 12-05-83 Letter discusses annual audits of one-bank holding companies and multi-bank holding companies in compliance with Sections 1407 of the Banking Code of 1965.
- 12-01-83 Letter discusses impact of deregulation on industry.
- 10-13-83 Letter announces deletion of Section 14.1 and 14.2 from Title 10 of the Pa. Code.
- 10-07-83 Letter announces 1984 legal bank holidays.
- 04-14-83 Letter discusses Garn-St. Germain Depository Act of 1982 and preemption of state law re: alternative mortgage loans and override of 7 P.S. § 505.
- 04-12-83 Letter regarding electronic automation.

- 04-08-83 Letter regarding the Garn-St. Germain Depository Institutions Act of 1982 overrides state law to the extent that it permits adjustable-rate mortgages to be made or purchased by state-chartered banks, bank and trust companies, trust companies, and private banks.
- 02-28-83 Letter discusses annual audits requirement contained in Section 17.1(a), Title 10 of the *Pennsylvania Code*.
- 02-15-83 Letter discusses mortgage loans requiring special consideration such as those affected by temporary unemployment of borrower.
- 02-02-83 Letter discusses Garn-St. Germain Depository Institution Act of 1982 overriding substantially equal payments requirements of Section 310 of the Banking Code of 1965.
- 01-24-83 Letter discusses exercising of compassion and forbearance in dealing with unemployed customers.
- 01-17-83 Letter discusses recent amendments to Chapter 7 of the Banking Code of 1965, as amended.
- 01-3-83 Letter concerns substantial increase in the number of institutions advertising repurchase agreements.
- 1982**
- 12-08-82 Letter discusses examination of PA Bank Holding Companies by Department.
- 11-01-82 Letter lists legal bank holidays for 1983.
- 07-30-82 Letter addressed to thrift CEOs and discusses asset restatement accounting.
- 07-02-82 Letter to MVSFA licensees discusses Act No. 160 of 1982 and maximum permissible finance charges.
- 06-04-82 Letter discusses House Bill No. 1739, Act No. 79 of 1982, which amended sections 202, 308, 311, 319, 320, 407, 504, 506, 610, 702, 703, 1414, 2004 and 1609 of the Banking Code of 1965.
- 06-04-82 Letter discusses House Bill No. 1889, Act No. 44 of 1982, which amended sections 113, 114, 115, 903, 904 and 905 of the Banking Code of 1965.
- 04-05-82 Letter announces change of policy from capital-to-deposit ratio as a measurement of capital adequacy to capital-to-assets ratio.
- 04-02-82 Letter discusses the technological revolution which is affecting the banking industry. The letter also announces a presentation of CSBS Bank Executives EDP/EFT Conference to be held in Philadelphia, April 27-28, 1982.
- 03-26-82 Letter discusses the technological revolution which is affecting the banking industry. The letter also announces a presentation of CSBS Bank Executives EDP/EFT Conference to be held in Philadelphia, April 27-28, 1982.
- 1981**
- 11-20-81 Letter lists legal bank holidays for 1982.
- 10-13-81 Letter discusses sections 702(c) and 610(c) of the Banking Code of 1965, as amended.
- 10-09-81 Letter announces CSBS Computer Audit and Control Conference for Bankers.
- 01-21-81 Notice of authorization to close banks in Philadelphia for official celebrations.
- 1980**
- 11-07-80 Letter lists legal bank holidays for 1981.
- 10-28-80 Letter discusses proposed amendments to Department regulations pertaining to Legal Reserve Funds, 10 Pa. Code, Chapter 11.
- 07-07-80 Letter announces "Day with the Secretary" program.
- 06-17-80 Letter discusses Chapter 7 and Section 103 of the Banking Code of 1965, as amended, and Section 202 of the Banking Code of 1933, as amended, legal reserves of PA nonmember banks.
- 06-10-80 Letter discusses Section 318 of the Banking Code of 1965 and permissible interest computations.
- 05-29-80 Letter discusses Act No. 51 of 1980, amending various provisions of the Banking Code of 1965 (P.L. 847, No. 346).
- 03-13-80 Letter discusses proposed legislation requiring mandatory reserves to be maintained at the Federal Reserve.
- 02-14-80 Letter discusses Act No. 286 of 1980 and new requirements for CPAs.
- 02-04-80 Letter discusses conversions of PA National Banks to State Charters.
- 01-02-80 Letter discusses federal law preemption of first lien residential mortgage rate portion of Pennsylvania usury law.
- 1979**
- 11-29-79 Letter discusses whether a bank or a bank and trust company may charge the Federal Reserve discount rate plus 1% on a residential mortgage loan.
- 11-16-79 Letter discusses legal bank holidays.
- 11-01-79 Letter discusses attempts to curb inflation and to maintain stability and balance in Pennsylvania.
- 10-26-79 Letter regarding a Conference on technological revolution involving electronics.
- 10-09-79 Letter discusses Outstanding Mortgage Loans
- 10-08-79 Letter discusses Outstanding Mortgage Loans
- 10-03-79 Letter discusses to what extent PA banks may invest in mortgage-backed pass-through certificates sold by banks through an underwriting syndicate.
- 07-26-79 Letter discusses Outstanding Mortgage Loans.
- 1975**
- 03-07-75 Letter discusses instructions for filing documents with the Corporation Bureau of the Department of State.
- 1966**
- 03-14-66 Letter discusses Saturday Banking Hours.

**II. POLICY STATEMENTS**

- 10 Pa. Code Chapter 47—Loan Modifications—Statement of Policy
- 10 Pa. Code Chapter 49—Reverse Mortgage Loans—Statement of Policy
- 10 Pa. Code §§ 13.61—13.68—Exception to Definition of “Branch”
- 10 Pa. Code § 41.3a—Calculation of Consumer Discount Company Act default charges—Statement of Policy
- 10 Pa. Code § 7.9—Disclosure Requirements—Statement of Policy
- 10 Pa. Code Chapter 81—Check Cashers—Statement of Policy
- 10 Pa. Code § 13.51—Simplification and Availability of Bank Credit—Statement of Policy
- 10 Pa. Code Chapter 48—Mortgage Loan Business Practices—Statement of Policy

**III. INDEX OF GUIDANCE AVAILABLE REGARDING COMPLIANCE WITH DEPOSITORY INSTITUTION STATUTES AND REGULATIONS**

The following is a list of applications and instructions to assist depository institutions in complying with various provisions of the statutes and regulations respectively applicable to Pennsylvania state-chartered banking institutions, thrift institutions, and credit unions.

- *Branch Applications*

DeNovo Branch—Bank, Credit Union, Non-Depository Trust Company

Purchase of Assets/Assumption of Liabilities—Bank

Branch Relocation—Bank

Branch Discontinuance—Bank

Foreign Bank Office

- *Conversions*

National Bank to State Bank

Savings Association to Savings Bank

Mutual Savings Bank to Stock Savings Bank

Mutual Savings Association to Stock Savings Association

Federal Credit Union to State Credit Union

- *Mergers*

Banks

Savings Associations

Credit Unions

- *Charters*

Bank

Interim Bank

Credit Union

Non-Depository Trust Company

- *Dissolutions*

Bank

- *Intrastate Acquisitions*

Bank Holding Company

Thrift Holding Company

- *Interstate Acquisitions*

Thrift Holding Company

- *Other*

Change In Bank Control—Individuals  
Mutual Holding Company Reorganizations

Trust Department—Bank

Bank Subsidiary and Parity Notice

**IV. INDEX OF GUIDANCE AVAILABLE REGARDING COMPLIANCE WITH LICENSING STATUTES AND REGULATIONS**

Instructions for license applications and Guidelines for compliance are available regarding each of the following statutes and, to the extent that regulations have been promulgated, their respective underlying regulations:

- Consumer Discount Company Act,
- Debt Management Services Act,
- Debt Settlement Services Act,
- Money Transmitter Act,
- Consumer Credit Code,
- Pawnbrokers License Act,
- Check Cashers Licensing Act,
- Credit Services Act, and
- Mortgage Licensing Act.

In addition to the above indices, the Department of Banking and Securities maintains interpretive letters addressing the applicability of statutes and regulations administered by the Department of Banking and Securities to specific fact patterns. The Department may provide a summary of the Department's position on a particular issue or a redacted interpretive letter when appropriate in response to particular questions previously addressed by the Department, in order to assist the public and members of the lending industry in complying with laws administered by the Department. The Department of Banking and Securities will continue to issue interpretive letters on a case by case basis when appropriate regarding new issues raised by persons requesting such interpretive information.

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**Department of COMMUNITY & ECONOMIC DEVELOPMENT (DCED)**

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**I. POLICY STATEMENTS****A. Center for Business Financing Loans**

- Pennsylvania Industrial Development Authority  
Jared Lucas (717-783-5046)

**B. Center for Private Financing**

- Private Activity Bonds  
Gail Boppe (717-783-1109)

**II. GUIDANCE MANUALS****A. Office of Business Financing**

- Business Financing Programs  
Customer Service: 1-800-379-7448 or 717-787-3405

**B. Small Business Champion Network**

- Entrepreneurs Guide: Starting and Growing a Business in Pennsylvania  
1-800-280-3801 or 717-783-5700

### C. Governor's Center for Local Government Services

- 2007-08 Annual Report for Governor's Center for Local Government Services
- 2008-09 Annual Report for Governor's Center for Local Government Services
- 2009-10 Annual Report for Governor's Center for Local Government Services
- Administering Police Services in Small Communities
- Auditor's Guide
- Borough Council Handbook
- Borough Mayor's Manual
- Boundary Change Procedures
- Chart of Accounts
- Citizen's Guide to Local Government
- City Government in PA Handbook
- Councils of Governments Directory
- COG Director's Handbook
- Debt Management Handbook
- Elective Office in Local Government
- Financial Monitoring Workbook
- Fiscal Management Handbook
- Flood Plain Management Regulations
- Home Rule in Pennsylvania
- Insurance Primer for Municipal Officials
- Intergovernmental Cooperation Handbook
- Local Government Regulation of Wireless Telecommunications Facilities
- Local Taxpayers Bill of Rights & Real Property Tax Payer Programs under Act 50 of 1998
- Manual for County Chief Clerk's/Administrator
- Manual for County Commissioners
- Manual for Municipal Secretaries
- Model Hiring Manual for Pennsylvania Municipalities
- Municipal Authorities in Pennsylvania
- Municipal Pension Handbook
- Municipalities Financial Recovery Act
- Open Meetings/Open Records
- Public Works Manual
- Purchasing Handbook
- Records Management—Retention Schedules
- Referendum Handbook
- Regional Police Services in Pennsylvania
- Risk Manager's Insurance Guide
- Solicitor's Handbook
- Tax Collector's Manual
- Taxation Manual
- Township Commissioner's Handbook
- Township Supervisor's Manual

#### 1. Planning Series

- Municipalities Planning Code
  - No. 1—Local Land Use Controls In Pennsylvania
  - No. 2—The Planning Commission
  - No. 3—The Comprehensive Plan
  - No. 4—Zoning
  - No. 5—Technical Information on Floodplain Management
  - No. 6—The Zoning Hearing Board
  - No. 7—Special Exceptions, Conditional Uses and Variances
  - No. 8—Subdivision and Land Development
  - No. 9—The Zoning Officer
  - No. 10—Reducing Land Use Barriers to Affordable Housing
  - Planning for Agriculture
- Denny Puko (1-888-223-6837)

### 2. Act 32 Related Publications and Forms

- Act 32 Procedure Manual
- Act 32 EIT Best Practices Report
- Employer Registration for Local Earned Income Tax Withholding
- Employer's Quarterly Earned Income Tax Return
- Residency Certification Form
- Taxpayer's Annual Local Earned Income Tax Return
- Taxpayer's Quarterly Estimated Earned Income Tax
- W2-R Annual Reconciliation of Earned Income Tax Withheld From Wages
- Weighted Vote Calculation Guide

### 3. Tax Collector Training Guidelines

- Act 48-2015 Qualified Tax Collector Training Program
  - Act 48-2015 Appointment of a Deputy Tax Collector Form
  - Tax Collector Registration and Continuing Education Credit Request
  - Executive Summary of Act 48-2015
- Sean Sanderson (1-888-223-6837)

### 4. Municipal Code Fiscal Related Publications

- Annual Audit and Financial Report
- County Annual Financial Report

### D. Center for Community Financing

- CDBG Grantee Monitoring Systems
  - CDBG Grantee Performance Evaluation Report Handbook
  - Civil Rights Manual
  - Economic Development Handbook
  - Environmental Review Guide
  - Housing Rehabilitation Guide
  - Labor Standards Handbook
  - New Users Integrated Disbursement and Information System (IDIS) Manual
  - Procedures for Closeout of Contracts
  - Procurement/Contract Guide
  - Sample Construction Contract Documents
  - Section 3 Plan and Program Guide
  - Section 108 Loan Program Guidelines
  - Section 108 Loan Program Standards for Financial
  - Underwriting Special Assessments Guide
- Donna Enrico (717-720-7343)

### E. Center for Community Services

- PA Standard Work Specifications (SWS) Field Manual (2016)
- Jim Anderson (717-720-7331)

## III. DECISIONS

NONE.

## IV. INTERNAL GUIDELINES

### A. Office of Business Financing

#### 1. Grants Division

- Commonwealth Financing Authority—Solar Energy
  - Commonwealth Financing Authority—Multimodal Transportation Fund (MTF)
  - Guaranteed Free Training Program (WEDnet)
  - Pennsylvania First Program
- Lynne Ruby (717-787-6245)

#### 2. Loans Division

- Commonwealth Financing Authority—First Industries/Agriculture/SBF
- Commonwealth Financing Authority—First Industries/Tourism/SBF

- Commonwealth Financing Authority—First Industries/ Agriculture/MELF
- Commonwealth Financing Authority—First Industries/ Tourism/MELF
- Pennsylvania Industrial Development Authority
- Small Diverse Business Capital Access Program  
Jared Lucas (717-783-5046)

### **3. Pennsylvania Military Community Enhancement Commission**

- Local Defense Group Grant—Program Guidelines  
Peter Witmer (717-720-1323)

### **4. Site Development Division**

- Commonwealth Financing Authority—Alternative & Clean Energy (ACE)
- Commonwealth Financing Authority—Business in Our Sites (BOS)
- Commonwealth Financing Authority—Penn Works
- Commonwealth Financing Authority—Pennsylvania Small Water and Sewer Program
- Commonwealth Financing Authority—Building PA
- Commonwealth Financing Authority—H2O PA
- Commonwealth Financing Authority—Renewable Energy (REP)
- Commonwealth Financing Authority—High Performance Building (HPB)
- Commonwealth Financing Authority—Abandoned Mine Drainage Abatement & Treatment (AMDAT)
- Commonwealth Financing Authority—Baseline Water Quality Data (BWQD)
- Commonwealth Financing Authority—Flood Mitigation
- Commonwealth Financing Authority—Greenways, Trails & Recreation (GTR)
- Commonwealth Financing Authority—Orphan or Abandoned Well Plugging
- Commonwealth Financing Authority—Sewage Facilities
- Commonwealth Financing Authority—Watershed Restoration and Protection (WRPP)
- Infrastructure and Facilities Improvement Program (IFIP)
- Industrial Sites Reuse Program (ISR)
- Keystone Opportunity Zone (KOZ)
- Keystone Special Development Zone (KSDZ)  
Brian Eckert (717-787-6245)

### **5. Tax Credit Division**

- Educational Improvement Tax Credits (EITC)
- Job Creation Tax Credit Program (JCTC)
- Pre-Kindergarten Tax Credit Business Guidelines
- Opportunity Scholarship Tax Credit (OSTC)
- Historic Preservation Tax Credit (HPTC)  
Jim O'Donnell (717-787-7120)

### **B. Center for Private Financing**

- Pennsylvania Community Development Bank
- Business Opportunities Fund
- Pennsylvania Capital Access Program  
Steve Drizos (717-783-1109)

### **C. Commonwealth Financing Authority**

- Tax Increment Financing Guarantee Program  
Brian Deamer (717-783-1109)
- First Industries Tourism Loan Guarantee Program
- First Industries Agriculture Loan Guarantee Program
- Second Stage Loan Program  
Craig Petrasic (717-783-1109)

### **D. Pennsylvania Economic Development Financing Authority**

- Exempt Facility & Small Issue Bonds
- Business Plan

- Accreditation Standards
- Capacity Building Grants
- State Accreditation Guidelines and Application
- Underwriting
- Next Generation Farmer Loan Program
- Revenue Bond & Mortgage Program  
Gail Boppe (717-783-1109)

- Taxable and Tax-Exempt Bond Financing  
Craig Petrasic or Brian Deamer (717-783-1109)

### **E. Local Government Services Center**

- Early Intervention Program  
Marita Kelly (1-888-223-6837)
- Floodplain Management  
Dan Fitzpatrick (1-888-223-6837)
- Local Government Capital Project Loan Program  
Ed Fosnaught (1-888-223-6837)
- Municipalities Financial Recovery Act Program  
Fred Reddig (1-888-223-6837)
- Regional Police Assistance Program  
Ron Stern (1-888-223-6837)
- Municipal Assistance Program  
Dennis Puko (1-888-223-6837)
- Tax Collector Training, Examination, Qualification and Continuing Education Program Act 164  
Sean Sanderson (1-888-223-6837)

### **F. Center for Community Enhancement**

- Commonwealth Financing Authority—Gaming Economic Development and Tourism Fund (GEDTF) Allegheny County
- Commonwealth Financing Authority—Local Share Account Fund (Gaming Funds) Luzerne County
- Commonwealth Financing Authority—Local Share Account Fund (Gaming Funds) Monroe County
- Commonwealth Financing Authority—Local Share Account Fund (Gaming Funds) Montgomery County
- Local Share Account Fund (Gaming Funds) Washington County
- Keystone Communities Program  
Mandy Book (717-787-6245)

### **G. Center for Community Financing**

- Community Development Block Grant—Disaster Recovery Program Guidelines and Application Kit  
Donna Enrico (717-720-7343)
- Community Development Block Grant—R Program
- Emergency Shelter Grant Program—Guidelines and Application Kit  
Madra Clay (1-888-223-6837)
- HOME Investment Partnerships Program—Guidelines and Application Kit  
Michael Carpenter (717-720-7471)
- Neighborhood Stabilization Program  
Melissa Williams (717-720-1424)
- Keystone Communities Program  
Beverly Hutzel (717-720-7409)
- Section 108 (of the Housing 7 Community Dev. Act) Loan Guarantee Program  
Kristina Powell (717-720-7349)

### **H. Center for Community Services**

- Community Services Block Grant Program Directives  
Melissa Tabb (717-425-7598)
- Family Savings Account Program Guidelines  
Kathleen Bodek (717-720-7441)

- Family Savings Account Program Directives  
Kathleen Bodek (717-720-7441)
- Neighborhood Assistance Tax Credit Program Guidelines  
John Winters (717-720-1471)
- Neighborhood Assistance Program Enterprise Zone Tax Credit Program—Guidelines  
John Winters (717-720-1471)
- Weatherization Assistance Program—Guidelines  
Ashley Seburn (717-720-7456)
- Weatherization Assistance Program Directives  
Kathy Rulli (717-214-5494)

#### **I. Office of International Business Development**

- Export 200 Block Grant  
Katherine Skopp (717-720-7361)

#### **J. Technology & Innovation Office**

- Appalachian Regional Commission (ARC)  
Neil Fowler (717-214-5395)
- Ben Franklin Technology Partners (BFTP)  
Sheri Collins (717-720-1307)
- Bona Fide Retail Request Program (BFRR)
- Broadband Outreach and Aggregation Fund (BOAF)  
Lorri Shaver (717-346-9798)
- Innovate in PA Venture Investment Program  
Diane Sterthous (717-720-1303)
- Department of Defense (DoD)  
Sue Suleski (717-214-5329)
- Innovate in Pennsylvania  
Sheri Collins (717-720-1307)
- Keystone Innovation Zone Program (KIZ)
- Life Sciences Greenhouse Program
- Pennsylvania Infrastructure Technology Alliance (PITA)  
Jennifer Leinbach (717-720-7388)
- Partnerships for Regional Economic Performance (PREP)  
Neil Fowler (717-214-5395)
- Pennsylvania Technical Assistance Program (PennTap)
- Pittsburgh SuperComputing Center
- Powdered Metals Initiative
- Research and Development Tax Credit Program
- Technology Fund Investment
- Technology Collaborative
- Technology Development Grant
- University Research Grant
- Workforce Leadership Grants  
Sheri Collins (717-720-1317)

#### **K. Travel, Film, and Economic Development Marketing Office**

- Film Tax Credit
- Marketing to Attract Tourism
- Tourism Accredited Zoos  
Janice Collier (717-720-1312)

#### **V. OTHER**

##### **A. Center for Community Financing**

- 2014-2018 Consolidated Plan and 2014 Action Plan (\*Also in Spanish)
- Substantial Amendment to the 2014-2018 Consolidated Plan and 2014 Action Plan\*

- 2014 Consolidated Annual Performance and Evaluation Report (CAPER)—Including the Performance Evaluation Report (PER)\*
- 2015 Action Plan\*  
Mary J. Smith (717-214-9754)

##### **B. Center for Community Services**

- Community Services Block Grant State Plan
- DCED Weatherization Portion of PA LIHEAP Plan (Appendix C)
- Weatherization Assistance Program State Plan
- Family Savings Account Program
- Neighborhood Assistance Tax Credit Program
- Neighborhood Assistance Enterprise Zone Tax Credit Program  
Lynette Praster (717-720-1350)

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#### **Department of CONSERVATION AND NATURAL RESOURCES (DCNR)**

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#### **I. POLICY STATEMENTS:**

##### **A. Bureau of Forestry**

- State Forest Natural Areas
- Acquisition Transfer or Exchange of State Forest Land Acquisition  
Contact: Seth Cassell (717-783-0389)

##### **B. Bureau of State Parks**

- State Park User Fees  
Contact: David Sariano (717-787-6640)
- Transfer or Exchange of State Park Land
- State Park Natural Areas  
Contact: Matt Azeles (717-772-0243)

##### **C. Bureau of Recreation and Conservation**

- Recreation and Conservation Grants  
Contact: Tom Ford (717-783-0988)

#### **II. GUIDANCE MANUALS:**

##### **A. Bureau of Facility Design and Construction**

- Application for Vacant and Unimproved Public Lands  
Contact: John Timbrell (717-772-8393)

##### **B. Bureau of Forestry**

- Cooperative Forest Insect Pests Suppression Program—Procedure for Cooperator Participation Manual—County/Municipal Cooperator
- Cooperative Forest Insect Pests Suppression Program—Procedure for Cooperator Participation Manual—Other Agency Cooperator
- Cooperative Forest Insect Pests Suppression Program—Procedure for Cooperator Participation Manual—Forest Stewardship Cooperator
- Cooperative Gypsy Moth Suppression Program Operating Procedure and Deadlines Manual  
Contact: Donald Eggen (717-787-2336)
- Wild Plant Collection Permit  
Contact: Kelly Sitch (717-425-5370)
- Ginseng Buyer/Seller License  
Contact: Chris Firestone (570-724-8149)
- Wild Resource Conservation Fund  
Contact: Greg Czarnecki (717-783-1337)
- Public and Private Wild Plant Sanctuaries  
Contact: Ellen Shultzabarger (717-705-2817)
- PA Natural Diversity Inventory  
Contact: Greg Podnieszinski (717-214-7513)

- Forest Fire Warden Manual  
Contact: Charlie Choplick (717-772-0256)
  - Wildland/Urban Interface Guidance Document  
Contact: Levi Gelnett (717-783-7956)
  - Pennsylvania Prescribed Fire Standards  
Contact: Todd Breininger (717-773-8011)
  - Forest Camp Lease Guidelines
  - Water Use Agreement  
Contact: Brad Wendt (717-783-4481)
  - Snowmobile Youth Safety Instructor's Manual
  - ATV Youth Safety Instructor's Manual  
Contact: Todd Miller (717-783-7941)
  - Forest Products Permit
  - Silviculture Manual
  - District Forester Permit  
Contact: Bob Beleski (717-783-7932)
  - Camping Permit
  - Search and Rescue
  - Special & Commercial Activities Agreement  
Contact: Nathan Fite (717-783-7941)
  - Conservation Volunteer Program  
Contact: James Hyland (570-560-2991)
  - Road Use Agreement  
Contact: William Cook (717-346-9797)
  - Right-of-Way Administration Manual
  - License for Right of Way  
Contact: David Mong (717-783-7947)
  - Prospecting Permit Coal & Water
  - Seismic Survey Agreement
  - Oil and Gas Leases
  - Surface Use Agreements
  - Gas Storage Leases
  - Agreements of Consent to Assignments
  - Coal Agreements
  - Hard Mineral Agreement
  - Unitization Agreements
  - River Lands Gas Leases
  - Guidelines for Administering Oil and Gas Activity on State Forest Lands  
Contact: Ted Borawski (717-772-0269)
- C. Bureau of Recreation and Conservation**
- Community Conservation Partnerships (C2P2) Grant Manual and Process  
Contact: Mike Eschenmann (717-783-2662)
  - Pennsylvania Scenic Rivers Program Guidelines
  - Pennsylvania Scenic Rivers Program Management Guidelines
  - Pennsylvania Scenic Rivers Program Eligibility Process and Criteria
  - Riparian Forested Buffer Grant Program  
Contact: Kelly Rossiter (717-772-3319)
- D. Bureau of State Parks**
- Antenna Sites  
Contact: Ryan Dysinger (717-787-6640)
  - Boating/Boat Docks
  - Geocaching
  - Marina Manuals
  - Search and Rescue
  - Swimming/Lifeguard Manuals
  - Rock Climbing  
Contact: Rachel Warrick (717-783-9677)

- Commercial Use Licenses
- Concession Leases
- Conservation Volunteer Program
- Leased Campsite & Houseboats
- Occupancy Agreements
- Road Use Agreements
- Rights-of-Way  
Contact: Judy Deiter (717-783-3307)

#### **E. Topographic and Geologic Survey**

- Exploration and Development Well Information Network  
Contact: Kristin Carter (412-442-4234)
- PA Ground Water Information System  
Contact: Stuart Reese (717-702-2028)

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#### **Department of CORRECTIONS (DOC)**

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- Recidivism Risk Reduction Incentive—Statement of Policy  
Adopted 4/3/2009 effective 4/4/2009 39 Pa.B. 1674
- Temporary Transfers For County Courts—Statement of Policy  
Adopted June 19, 2009 and effective June 20, 2009, 39 Pa.B. 3067.  
Contact: Jamie Boyd, Department of Corrections (717-728-7756)

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#### **Department of EDUCATION (PDE)**

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#### **I. POLICY STATEMENTS**

##### **A. State Board of Education**

- Statement of Policy—Accrediting Organizations  
Contact: Karen Molchanow (717-787-3787)

##### **B. Bureau of Curriculum, Assessment and Instruction—Division of Student Services**

- Basic Education Circular Education for Homeless Youth; 42 U.S.C. § 11431 et.seq.  
Contact: Storm Camara (717-772-2066)
- Basic Education Circular Pregnant & Parenting Teen; 24 P.S. § 13-1327  
Contact: Carmen Medina (717-783-6466)
- Basic Education Circular Alternative Education for Disruptive Youth (Available on the website.)  
Contact: Dana Klouser (717-705-3771)

- Charter School Application (on PDE Website)
- Cyber Charter School Application (on PDE Website)
- Pennsylvania Charter School Annual Report (on PDE Website)
- Competitive Charter School Federal Grant Program (on PDE Website)
- Competitive PA Charter School Planning Grants-Guidelines and Application Forms (on PDE Website)
- Cyber Charter Schools Review (On PDE Website)

##### **C. Bureau of School Leadership and Teacher Quality**

- Pennsylvania Department of Education Standards, Policies and Procedures for State Approval of Certification Programs and for the Certification of Professional Educators for the Public Schools of Pennsylvania  
Contact: Christina Baumer (717-783-6720)
- Certification and Staffing Policies and Guidelines Regarding Education Certification and Staffing Requirements for Public Schools  
Contact: Karen Turner (717-783-6730)

- Policy on Evaluation Procedure for Certificate of Preliminary Education Evaluation of Credentials
- Memorandum to inform school entities of Computer Education Guideline
- Memorandum to inform school entities of Emergency Permits
- Memorandum to inform school entities of Emergency Permit Updates and Revised 338E Form
- Memorandum to inform school entities of Emergency Permit Electronic Processing for Day-to-Day Substitute Teachers
- Memorandum to inform school entities of English as a Second Language: General Policies and Competencies
- Memorandum to inform school entities of certification updates regarding Act 48 four-year notices and American Board certification (April 23, 2004)
- Memorandum to inform school entities of Instructional Level II application requirements (September 2, 2004)
- Memorandum to inform school entities of requirement of official transcripts with certification applications (October 26, 2004)
- Memorandum to inform school entities of American Board for Certification of Teacher Excellence (January 6, 2005)
- Memorandum to inform school entities of Act 48 deadline extension (August 4, 2005)
- Memorandum to inform school entities of procedures for applying for Level II certification (March 22, 2006)
- Memorandum to inform school entities of Vocational Certification Staffing Policies and Guidelines (August 27, 2007)
- Memorandum to inform school entities of updated procedure for applying for Letter of Equivalency for Master's Degree (October 25, 2007)
- Emergency Permit Reminders (June 4, 2009)
- Vocational Instructional Programs—78 Credit Requirement (July 2009)
- CSPG No. 45—Foreign World Languages (July 1, 2009)
- CSPG No. 5—Evaluation of Credentials for Individuals Prepared Outside of the United States (July 1, 2009)
- Revisions to CSPG No. 5 and CSPG No. 6 (August 21, 2009)
- Level II Conversion (April 30, 2010)
- Emergency Permit Processing (May 28, 2010)
- Instructions for Emergency Uploads for 2010-2011 School Year (June 29, 2010)
- Certification Application Processing (August 23, 2010)
- Updates and Reminders on Submitting Certification Applications (February 10, 2010)
- Administrative Certification and the PIL Induction Requirement (May 4, 2011)
- 2012-2013 Emergency Permits (June 11, 2012)
- CSPG 33—Business, Computer and Information Technology (July 1, 2012)
- Updated Employee Evaluation Forms for Instructional and Instruction II Teachers (October 11, 2012)
- Expedite Policy (January 17, 2013)
- How to Obtain Assistance (March 21, 2013)
- CSPG 3—Validity of a Pa Certificate (Aug. 1, 2013)
- CSPG 95—Principal (Aug. 1, 2013)
- CSPG 104—Limitation of Assignment of Middle and Secondary Teachers (Aug. 1, 2013)
- Certification Application Fee Increase (Aug. 6, 2013)
- CSPG 76—Elementary and Secondary School Counselor (Sept. 1, 2013)
- Teacher Information Management System (TIMS) Public Website Available (Sept. 7, 2013)
- Certification Staffing Policies and Guidelines (CSPG) Updates (Sept. 30, 2013)
- CSPG 21—Testing (Jan. 1, 2014)
- CSPG 32—Biology (March 1, 2014)
- CSPG 36—Communications (March 1, 2014)
- CSPG 46—General Science (March 1, 2014)
- CSPG 47—Health and Health & Physical Education (March 1, 2014)
- CSPG 61—Special Education PreK-8 and 7-12 (March 1, 2014)
- CSPG 69—Grades PK-4 (March 1, 2014)
- CSPG 70—Grades 4-8 (March 1, 2014)
- Revision to Military Science Certification Requirements (March 3, 2014)
- Highly Qualified Dance (March 27, 2014)
- CSPG 63—Special Education Speech and Language Impaired (April 1, 2014)
- CSPG 67—Military Science Programs (April 1, 2014)
- CSPG 45—World Languages PreK-12 (May 1, 2014)
- CSPG 3—Validity of a PA Certificate (June 1, 2014)
- CSPG 8—Continuing Professional Development (Aug. 1, 2014)
- CSPG 11—Personal Information for Certificate Holders (Aug. 1, 2014)
- CSPG 20—Induction (Aug. 1, 2014)
- CSPG 21—Testing (Aug. 1, 2014)
- CSPG 63—Special Education—Speech and Language Impaired (Aug. 1, 2014)
- CSPG 86—Educational Specialist Certificate for School Speech and Language Pathologist (Aug. 1, 2014)
- CSPG 50—Mathematics (Dec. 1, 2014)
- CSPG 56—Physics (Dec. 1, 2014)
- CSPG 60—Visually Impaired (Dec. 1, 2014)
- CSPG 62—Hearing Impaired (Dec. 1, 2014)
- CSPG 65—Technology Education (Dec. 1, 2014)
- CSPG 202—Orientation and Mobility Specialist (Dec. 1, 2014)
- Clarification of Level II Service for Contracted Staff (Feb. 26, 2015)
- Mandatory Level II Service for Charter School Principals, Vice-Principals and Assistant Principals (March 5, 2015)
- Administrative Certificate and Principal Position Requirements—Public Schools, including Charter and Cyber Charter Schools (April 22, 2015)
- CSPG 105—Gifted Enrichment Programs (May 1, 2015)
- CSPG 38—Safety/Drivers Education (June 1, 2015)
- CSPG 41—American Sign Language (June 1, 2015)
- CSPG 90—Supervisor of a Single Area (June 1, 2015)
- CSPG 91—Supervisor of Special Education (June 1, 2015)
- Certification Staffing Policies and Guidelines Updates and Grade Level Clarification (June 8, 2015)
- Logging into TIMS (June 22, 2015)
- Pennsylvania Inspired Leadership (PIL) Induction Requirements Reminder (Aug. 18, 2015)
- TIMS Log in Announcement (Sept. 4, 2015)
- Pennsylvania Inspired Leadership Continuing Professional Education Requirements Reminder (Sept. 9, 2015)
- CSPG # 1 Appropriate Certification in Pennsylvania (Nov. 1, 2015)
- CSPG # 24 Appropriate Certification in Charter Schools in Pennsylvania (Nov. 1, 2015)
- Chapter 49.85(d)(1) Exceptions to Staffing (Dec. 3, 2015)
- 2014-2015 Day-to-Day Substitute Permit Fee Waivers (Dec. 29, 2015)
- CSPG # 7 Level II Certification (May 1, 2016)
- CSPG # 81 School Psychologist (June 1, 2016)
- Professional Certification Requirements for Professional Staff in Charter Schools (July 18, 2016)

Contact: Nancy Cheris or Phil Ferrari (717-728-3224)



- Professional Educator Memorandum—01 (February 2001) Guide to Interpreting Chapter 354
  - Professional Educator Program Memorandum # 10—GPA Requirements (January 24, 2006)
  - Memorandum to inform Pennsylvania teacher preparing colleges/universities of criminal history records amendment to 24 PS 1-111 (September 6, 2006)
  - Memorandum to Pennsylvania teacher preparing colleges/universities regarding Title II foreign language test results reporting (October 30, 2006)
  - Memorandum to Pennsylvania teacher preparing colleges/universities regarding FBI background check requirements (November 27, 2007)
  - Memorandum to Pennsylvania teacher preparing colleges/universities regarding the release of the PIL Invitation to Qualify (April 16, 2008)
  - Memorandum to Pennsylvania teacher preparing colleges/universities and school entities announcing release of the new guidelines for grades 4-8 (April 18, 2008)
  - Memorandum to Pennsylvania teacher preparing colleges/universities and school entities announcing release of new Pre-k through 4th Grade guidelines (May 2, 2008)
  - Memorandum to Pennsylvania teacher preparing colleges/universities and school entities announcing release of new Special Education and ELL guidelines (May 6, 2008)
  - Memorandum to Pennsylvania teacher preparing colleges/universities and school entities announcing release of new Special Education Guidelines (June 13, 2008)
  - Background Check Information—Adding New Users (December 11, 2008)
  - ELL Resource (August 13, 2009)
  - ELL Terminology (August 13, 2009)
  - Standard Deviation 2.8 GPA (October 7, 2009)
  - Math and English Requirements AP Course—Testing (October 7, 2009)
  - Raising GPA with 12 Graduate Credits (February 17, 2010)
  - Recommendations for Level I Certification (April 27, 2010)
  - Testing Memo (July 14, 2010)
  - Autism Guidelines (October 6, 2010)
  - Education Specialists—PAPA Tests (April 12, 2013)
  - Middle Level Add-On Applications for August Graduates Earning the Initial Credential (June 6, 2013)
  - Professional Educator Testing Memorandum # 20 (July 1, 2013)
  - Policies of Educator Preparation Programs (July 31, 2013)
  - Basic Skills Assessment Policy (Sept. 9, 2013)
  - Mathematics Coach Endorsement Guidelines (Sept. 30, 2013)
  - Elementary and Secondary School Counselor Guidelines (Nov. 22, 2013)
  - Elementary and Secondary School Counselor PK-12 Questions & Answers (Jan. 22, 2014)
  - 2014 Praxis Certification Test Changes (Jan. 30, 2014)
  - Clarification: Candidates Who are Eligible to Earn a Special Education Certification (March 3, 2014)
  - The Framework for Online Instruction Program Endorsement Guidelines (June 5, 2014)
  - Cyber School Student Teaching Competencies (July 30, 2014)
  - The Framework for Integrative Science, Technology, Engineering & Mathematics (STEM) Education Endorsement Guidelines (Sept. 1, 2014)
  - The Framework for School Speech and Language Pathologist Educational Specialist Program (Oct. 1, 2014)
  - Application Deadline for Prior ESL Program Completers (Feb. 25, 2015)
  - The Framework for Gifted Endorsement Guidelines (April 8, 2015)
  - The Framework for Theatre Endorsement Guidelines (May 1, 2015)
  - Teacher Preparation Program Annual Review Report (Sept. 21, 2015)
  - The Framework for Creative Movement Endorsement Guidelines (Dec. 30, 2015)
  - Basic Skills Assessment Policy (March 17, 2016)
  - New Grades 5-6 Add-on Option for Grades PK-4 Certificate Holders (May 13, 2016)
  - Basic Skills Math Score Adjustment for PAPA and CORE (June 8, 2016)
- Contact: Christina Baumer (717-783-6720)
- Specific Program Guidelines for State Approval of Professional Educators (January 2001)
- Contact: Christina Baumer (717-783-6720)
- D. Division of Federal Programs, Technical Assistance, Compliance & Monitoring**
- Division of Federal Programs Administrative Manual
  - Division of Federal Programs Monitoring Instruments for the Consolidated Review
- Contact: Susan McCrone (717-783-9161)
- E. Office of Postsecondary and Higher Education**
- Policies Related to the Transfer and Articulation Oversight Committee and the Statewide College Credit Transfer System
- Contact: Julie Kane (717-772-3643)
- F. Bureau of Postsecondary and Adult Education**
- 1. Division of Adult Education**
- Adult Education and Family Literacy Guidelines for services offered with the following funding: Pennsylvania Act 143 of 1986, Title 24, Chapter 31 Adult and Family Literacy Education Act and Workforce Innovation and Opportunity Act, Title II (Federal Adult Education and Family Literacy Act)
  - Policy C.100, Adult Education and Family Literacy Performance Standards
  - Policy C.130, Verification and Reporting of Data
  - Policy C.135, Cohorts for the Primary Indicators of Performance
  - Policy C.330, Early Childhood Assessment
  - Policy C.800, Nonimmigrant Foreign Students with F-1 Visa
  - Policy C.900, Safety and Security
  - Policy D.100, Adult Learner Assessment
  - Policy D.120, Special Needs Student Assessment
  - Policy D.130, Distance Learning
  - Policy D.150, Interactive Literacy Activities (ILA)
  - Policy D.160, Interactive Literacy Activities (ILA) Assessment
  - Policy F.100, Professional Development
  - Policy G.100, Workforce Development System
  - Policy H.100, Residency Requirements for Issuance of the Commonwealth Secondary School Diploma through GED® Testing
  - Policy H.200, GED® Testing for Institutionalized Youth
  - Policy H.300, Verification of GED® Test Candidate Identity and Pennsylvania Residency
  - Policy H.400, Foreign Language Versions of the GED® Tests and Credentials

- Policy H.500, The Official GED® Practice Tests as a Condition for GED Testing
  - eData v2 Instruction Manual and Glossary
- Contact: Amanda Harrison 717-772-3739

## 2. Division of Higher and Career Education

- Private Licensed Schools Memorandum—Revised Board Policy on the Use of the Term Tuition “Savings”
  - Private Licensed Schools Memorandum—Revised Scholarships Policy
  - Private Licensed Schools Memorandum—Applications for Approval of New Programs
  - Private Licensed Schools Memorandum—Student Information Publications
  - Private Licensed Schools Memorandum—Clock Hour/Lesson/Semester Credit/Quarter Credit
  - Private Licensed Schools Memorandum—Statement Concerning Transfer of Credit Hours
  - Private Licensed Schools Memorandum—Contract Bond Form
  - Private Licensed Schools Memorandum—Allowable Administrative Fee and Refunds of \$25.00 or Less
  - Private Licensed Schools Memorandum—Non-Resident Program Application
  - Private Licensed Schools Memorandum—Program Applications
  - Private Licensed Schools Memorandum—Leave of Absence
  - Private Licensed Schools Memorandum—Enrollment in Single Courses
  - Private Licensed Schools Memorandum—Non-Resident Program Application
  - Private Licensed Schools Memorandum—Limit of 3 Applications
  - Private Licensed Schools Memorandum—Enrollment Agreement and Alternate
  - Private Licensed Schools Memorandum—Irrevocable Administrative Trust
  - Private Licensed Schools Memorandum—Financial Reporting
  - Private Licensed Schools Memorandum—Cure Period
  - Private Licensed Schools Memorandum—Taking Attendance
  - Private Licensed Schools Memorandum—Fines and Violations
  - Private Licensed Schools Memorandum—Certificate of Occupancy Required
  - Private Licensed Schools Memorandum—Trimester Credits
  - Private Licensed Schools Memorandum—Externships
  - Private Licensed Schools Memorandum—Electronic Financial Reporting
  - Private Licensed Schools Memorandum—Invitation to Provide Feedback
  - Private Licensed Schools Memorandum—New Director Seminar—Required
  - Private Licensed Schools Memorandum—Role and Authority of Financial Review Committee
  - Private Licensed Schools Memorandum—Application Quality
  - Private Licensed Schools Memorandum—Job Opportunities
  - Private Licensed Schools Memorandum—Fees
- Contact: Patricia Landis (717-772-3623)
- Clarification of State Board of Education Regulations Regarding Curriculum (§ 31.21) and Academic Calendar (§ 31.22) Curricular Credit Policy
  - Guidelines for the Approval of Degree Programs

- Records Accessibility Policy for Closing/Closed Degree Granting Institutions
  - Substantive Change Policy for Degree Programs
- Contact: Patricia Landis (717-772-3623)

## G. Bureau of Career and Technical Education

- Pennsylvania State Plan for the Administration of the Carl D. Perkins Career and Technical Education Improvement Act of 2006
- Contact: Monique Williams (717-783-6981)
- Administration Guidelines for the Accreditation System of Institutions for Adult Technical Education at Career and Technical Centers
- Contact: Beth Marshall (717-346-3188)

## H. Bureau of Curriculum, Assessment and Instruction

- Pennsylvania State Board of Education AIDS Policy—Admissions/Readmissions of Students or Staff Persons with AIDS, March 1987
- Contact: Nicholas Slotterback (717-772-0842)
- Enhanced Driver Education Program Guide
  - Procedures for Establishing a Private Driver Training School
- Contact: John Kashatus (717-783-4382)
- Act 48 of 1999 Appeals Process Statement of Policy
- Contact: Migdalia Osorio (717-214-5781)

## I. Bureau of Special Education

- Basic Education Circular Education for Assistive Technology (20 USC § 1401(1-2))
- Contact: Patrick Scanlon (724-465-6535)
- MEMORANDUM TO LOCAL EDUCATION AGENCIES (PENN\*LINK):
- Use of Response to Intervention (RtI) in the Diagnosis of Specific Learning Disabilities (SLD) (March 2008)
- Contact: Patty Todd (717-783-6885)
- PIMS and Special Education PennData Submissions (May 2008)
- Contact: Jodi Rissinger (717-783-6911)
- Public Input on Cyclical Monitoring System (May 2008)
- Contact: Jill Deitrich (717-783-6876)
- Revised Special Education Forms (June 2008)
- Contact: Ann Hinkson-Herrmann (1-800-441-3215)

- Revised Chapters 14 and 711 (June 2008)
- Contact: Patrick Scanlon (724-465-6535)
- Questions and Answers for Paraprofessional Requirements in Chapter 14 (July 2008)
- Contact: Patrick Scanlon (724-465-6535)
- Questions and Answers for Paraprofessional Requirements in Chapter 14 (July 2008)
- Contact: Patrick Scanlon (724-465-6535)
- PA Guidelines for Identifying Students with Specific Learning Disabilities (SLD) (August 2008)
- Contact: Patty Todd (717-783-6885)
- Individuals with Disabilities Education Act Part B State Performance Data Reporting Fiscal Program Determinations (August 2008)
- Contact: Sue Leonard (717-772-1114)
- Paraprofessional Requirements Under Revised Chapter 14 (September 2008)
- Contact: Patrick Scanlon (724-465-6535)

- Final-Omitted Form Rulemaking Correcting Error in Section 14.143(B) Disciplinary Placements (October 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Reporting of New Caseload Requirements (October 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Gaskin Settlement Agreement Update—Individualized Education Program (IEP) Format and Supplementary Aids and Services (October 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Side-by-Side Quick Reference of the State and Federal Special Education Regulations (October 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Questions and Answers Regarding Revised Chapter 14 (November 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Change in Amount of Special Education Service (November 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Required Reporting of the Use of Restraints (November 2008)  
Contact: Keith Focht (717-783-6921)
- Presentation of PSSA Accommodations Guidelines for Students with Individualized Education Programs and Students with 504 Plans (December 2008)  
Contact: Dr. John Machella (412-851-0413)
- Supplemental Regulations to 34 CFR Part 300 (Special Education Programs and Services) (December 2008)  
Contact: Patrick Scanlon (724-465-6535)
- Website for Chapter 16 Questions (January 2009)  
Contact: Dr. Shirley Curl (717-786-6361)
- Paraprofessional Online Courses For Special Education Paraeducator Credential of Competency Standards (February 2009)  
Contact: Shatarupa Podder (717-772-2646)
- Chapter 14 Questions and Answers (Volume 3) (February 2009)  
Contact: Patrick Scanlon (724-465-6535)
- Clarification of Special Education Templates in PIMS (February 2009)  
Contact: Jodi Rissinger (717-783-6911)
- Pennsylvania State Performance Plan—Enhancing Parent Involvement (March 2009)  
Contact: Patrick Scanlon (724-465-6535)
- Ensuring Accuracy in Reporting on Penn Data Table 8 (March 2009)  
Contact: Jodi Rissinger (717-783-6911)
- Child Find, Equitable Participation, and Evaluations (May 2009)  
Contact: Patrick Scanlon (724-465-6535)
- Local Education Agency Representation for Individualized Education Program Team Meetings or Revisions (June 2009)  
Contact: Patrick Scanlon (724-465-6535)
- Individualized Education Program Team's Responsibility for Educational Placement in Partial Hospitalization Programs (January 2010)  
Contact: Patrick Scanlon (724-465-6535)
- Impact of School-Based ACCESS Program Services on MA Services (January 2010) Contact: Keith Focht (717-783-6921)
- Dual Enrollment for Special Education Students who are Parentally-Placed in a Nonpublic School (February 2010)  
Contact: Patrick Scanlon (724-465-6535)
- Guidance for School Districts and Charter Schools in Determining if a Student with a Disability is a Foster Child or Residential Child for Billing Purposes (February 2010)  
Contact: Patrick Scanlon (724-465-6535)
- Qualified Status for Special Education Instructional Paraprofessionals (March 2010)  
Contact: Shatarupa Podder (717-772-2646)
- Pennsylvania Guidelines for the Provision of Accessible Instructional Materials (AIM Guidelines) (March 2010)  
Contact: Frank Irzyk (800-360-7282, ext. 3334)
- The PA Leadership Program for Special Education Leaders (April 2010)  
Contact: Ann Hinkson-Herrmann (800-441-3215)
- School-Based ACCESS Program Services and Use of Electronic Signatures (April 2010)  
Contact: Keith Focht (717-783-6921)
- Questions and Answers Regarding Reevaluation Procedures and Process (April 2010)  
Contact: Patrick Scanlon (724-465-6535)
- Revocation of Parental Consent for Special Education and Related Services (April 2010)  
Contact: Patrick Scanlon (724-465-6535)
- Additional Questions and Answers Regarding the Use of Restraints (May 2010)  
Contact: Keith Focht (717-783-6921)
- Required Reporting of the Use of Restraints (May 2010)  
Contact: Keith Focht (717-783-6921)
- Pennsylvania's Individuals with Disabilities Education Act Part B Determination (June 2010)  
Contact: Patrick Scanlon (724-465-6535)
- Subgrantee Restricted Indirect Cost Recoveries—Individuals with Disabilities Education Act (June 2010)  
Contact: Sue Leonard (717-772-1114)
- The Right to Education Task Force (August 2010)  
Contact: Keith Focht (717-783-6921)
- Adapted Physical Education (September 2010)  
Contact: Ann Hinkson-Herrmann (800-441-3215)
- Special Education Plan Requirements—Instructional Guidelines for English Language Learners (October 2010)  
Contact: Amy DeLuca (717-736-2650)
- Legal Requirements Governing Resolution Meetings (November 2010)  
Contact: Patrick Scanlon (724-465-6535)
- BrainSTEPS Program (December 2010)  
Contact: Brenda Eagan Brown (724-944-6542)
- Request for School Based ACCESS Program Restrict Account Monies—Retirement Contribution Calculations (January 2011)  
Contact: Karen Porambo (717-705-5186)
- Restructuring Special Education for Students with Complex Support Needs (January 2011)  
Contact: Dr. John Machella (412-851-0413)

- Policy to Remit Interest on Federal Funds (February 2011)  
Contact: Sue Leonard (717-772-1114)
- Keystone Exams and Participation of Students with Disabilities (March 2011)  
Contact: Dr. John Machella (412-851-0413)
- Voter Registration as Part of Transition to Adult Life and Voter Registration as Part of Implementation of Chapter 15 Basic Education Circulars (March 2011)  
Contact: Patty Todd (717-783-6885)
- Commitment to Effective Instructional Practices and Assessment for Students with Complex Support Needs (March 2011)  
Contact: Dr. John Machella (412-851-0413)
- Revision to Revocation of Consent (March 2011)  
Contact: Patrick Scanlon (724-465-6535)
- Participation of Students with Disabilities in the Keystone Exams (April 2011)  
Contact: Dr. John Machella (412-851-0413)
- Growth Measure for Students with Complex Support Needs (April 2011)  
Contact: Dr. John Machella (412-851-0413)
- Clarification of the Pendency/Stay Put Policy (April 2011)  
Contact: Patrick Scanlon (724-465-6535)
- Educational Services for Students Who Turn 21 Years of Age During the School Term (May 2011)  
Contact: Patrick Scanlon (724-465-6535)
- Clarification of Responsibilities Relating to “Host” Districts, “Resident” Districts and the Use of the Request for Change in Approved Private School Assignments (June 2011)  
Contact: Dr. Ronald Wells (717-783-6882)
- Special Education Plan Requirements—Identification of Students with Specific Learning Disabilities using the Response to Instruction and Intervention Option (November 2011)  
Contact: Patty Todd (717-783-6885)
- Rosa’s Law—Change in Disability Terminology (January 2012)  
Contact: Patrick Scanlon (724-465-6535)
- Internet-Based Tools and Dispute Resolution Services from the Office of Dispute Resolution (January 2012)  
Contact: Office for Dispute Resolution (800-222-3353)
- Elimination of the Pennsylvania System of School Assessment Modified (May 2012)  
Contact: Dr. John Machella (412-851-0413)
- CMS Review—Impacts for the School-Based ACCESS Program (July 2012)  
Contact: Sue Leonard (717-772-1114)
- Issuance of Prior Written Notice for Evaluations and Reevaluations (September 2012)  
Contact: Patrick Scanlon (724-465-6535)
- Individualized Education Program (IEP) Assessment Changes (October 2012)  
Contact: Dr. John Machella (412-851-0413)
- Intensive Interagency Coordination Training (October 2012)  
Contact: Amy DeLuca (717-736-2650)
- The Requirement of State Performance Plan Indicator 8 and PaTTAN Resources to Enhance Parent Engagement (February 2013)  
Contact: Patrick Scanlon (724-465-6535)
- Individuals with Disabilities Education Act (IDEA)-Chapter 14 and 711 Regulations that Exceed Federal Requirements (March 2013)  
Contact: Patrick Scanlon (724-465-6535)
- Individuals with Disabilities Education Act Part B Parental Consent to Access Public Benefits or Insurance (e.g.) Medicaid (March 2013)  
Contact: Patrick Scanlon (724-465-6535)
- Immunization Requirements and Students with Disabilities (April 2013)  
Contact: Patty Todd (717-783-6885)
- Student Enrollment in Department Funded Slots for Services Provided by the Approved Private Schools and Chartered Schools for the Deaf and Blind Basic Education Circular (April 2013)  
Contact: Dr. Ronald Wells (717-783-6882)
- Extended School Year Eligibility (May 2013)  
Contact: Patrick Scanlon (724-465-6535)
- School-Based ACCESS Program—Update Regarding Federal Centers for Medicare and Medicaid Audit (July 2013)  
Contact: Sue Leonard (717-772-1114)
- Pennsylvania’s Individuals with Disabilities Education Act Part B Determinations (July 2013)  
Contact: Patrick Scanlon (724-465-6535)
- Updates to Coordinated Early Intervening Services and Significant Disproportionality (August 2013)  
Contact: Jodi Rissinger (717-783-6911)
- Graduation Requirements for Students with Disabilities (August 2013)  
Contact: Patrick Scanlon (724-465-6535)
- Meeting the Academic Needs of the Gifted Learner (September 2013)  
Contact: Dr. Shirley Curl (717-786-6361)
- School-Based ACCESS Program—Billing Procedures and Requirements for Reimbursements (November 2013)  
Contact: Sue Leonard (717-772-1114)
- Changes in the Pennsylvania Alternate System of Assessment and Instructional Supports for Teachers (November 2013)  
Contact: Dr. John Machella (412-851-0413)
- Pennsylvania System of Alternate Assessment and the Pennsylvania Core Standards (May 2014)  
Contact: Dr. John Machella (412-851-0413)
- Alternate Assessment Update (May 2014)  
Contact: Dr. John Machella (412-851-0413)
- Concussions and Return to Learning in the Classroom Environment (July 2014)  
Contact: Lynn Dell (717-783-6881)
- Dyslexia Screening and Early Intervention Pilot Program (July 2014)  
Contact: Lynn Dell (717-783-2311)
- Individuals with Disabilities Education Act—B (IDEA-B) Fiscal Reporting and Contingency  
Contact: Sue Leonard (717-772-1114)

- Keystone Examination/Project-Based Assessment Update (July 2014)  
Contact: Dr. John Machella (412-851-0413)
- Local Educational Agency Special Education Data Reports Online (May 2014)  
Contact: Jodi Rissinger (717-783-6911)
- Minor Changes to the School-Age Individualized Education Program Document (May 2014)  
Contact: Patrick Scanlon (724-465-6535)
- National Deaf-Blind Census (January 2014)  
Contact: Jill Deitrich (717-783-6876)
- Participation by Students with Disabilities in High School Graduation Ceremonies (April 2014)  
Contact: Patrick Scanlon (724-465-6535)
- Pennsylvania's Individuals with Disabilities Education Act 2014 Part B Determination (July 2014)  
Contact: Lynn Dell (717-783-2311)
- Revisions to Response to Instruction and Intervention (RtII) for the Specific Learning Disability Application (April 2014)  
Contact: Lynn Dell (717-783-2311)
- Special Education State Performance Plan Stakeholders' Input July 2014  
Contact: Patrick Scanlon (724-465-6535)
- Special Kids Network Program (August 2014)  
Contact: Lynn Dell (717-783-2311)
- State Performance Plan Data Requirements—Postsecondary School Survey (January 2014)  
Contact: Patrick Scanlon (724-465-6535)
- Survey of Parents of Students with Disabilities (April 2014)  
Contact: Patrick Scanlon (724-465-6535)
- Transition from School to Community-Based Competitive Employment Grants (July 2014)  
Contact: Ann Hinkson-Herrmann (1-800-441-3215)
- Updated Forms and Documentation in Relation to Gifted Education (April 2014)  
Contact: Dr. Shirley Curl (717-786-6361)

#### **J. Bureau of Budget and Fiscal Management**

- School Construction Policies and Procedures (This booklet describes how reimbursement is calculated along with examples and formulas.)  
Contact: Eileen Jacobs (717-787-5993)

#### **K. Executive Offices—Charter/Cyber Charter Schools**

- Charter School Application (PDE Website)
- Cyber Charter School Application (PDE Website)
- Charter School Student Enrollment Notification Form (PDE Website)
- Budget Template Sample (PDE Website)
- Cyber Charter Renewal Application (PDE Website)

- Petition to Appeal Denial of Charter School Application (PDE Website)  
Contact: Elizabeth Anzalone (717-787-9744)

## **II. GUIDANCE MANUALS**

### **A. Bureau of Special Education**

- Education of Students with Hearing Loss  
Contact: Shatarupa Podder (717-772-2646)
- Special Education Complaint Investigation Manual  
Contact: Maria Mardula (717-787-5770)
- Intermediate Unit Special Education Plan Guidelines  
Contact: Shatarupa Podder (717-772-2646)
- Individuals with Disabilities Education Act—Part B Program Guidelines for Local Education Agency Applications  
Contact: Patty Todd (717-783-6885)
- Special Education Contingency Fund Guidelines  
Contact: Dr. Ronald Wells (717-783-6882)
- Individuals with Disabilities Education Act—Part B (IDEA-B), IDEA-B, Section 611, Special Education State Grant  
Contact: Patty Todd (717-783-6885) or Sue Leonard (717-772-1114)
- PA Guidelines for De-escalation and the Use of Restraints in Educational Programs  
Contact: Keith Focht (717-783-6921)
- Chapter 14 Questions and Answers (Paraprofessional, Volume 2, and Volume 3)  
Contact: Patty Todd (717-783-6885)
- PA Guidelines for Identifying Students with Specific Learning Disabilities (SLD)  
Contact: Dr. John Machella (814-536-1956)
- Identification of Students with Specific Learning Disabilities (SLD) using Response to Intervention (RtI)  
Contact: Patty Todd (717-783-6885)
- Credential of Competency for Special Education Paraeducators  
Contact: Shatarupa Podder (717-772-2646)
- Identification of Students with Specific Learning Disabilities (SLD) using Response to Intervention (RtI)  
Contact: Dr. John Machella (814-536-1946)
- School District Special Education Plan Guidelines  
Contact: Amy DeLuca (717-736-2650)
- Secondary Transition Folder CD  
Contact: Maria Mardula (717-787-5770)
- Special Education Mediation Services  
Contact: Kerry Smith (800-222-3353)
- State Plan under the Individuals with Disabilities Education Act—Part B  
Contact: Patty Todd (717-783-6885)

## PENN\*LINKS FOR 2015

<i>Title</i>	<i>Date Sent</i>
State Performance Plan Data Requirements—Postsecondary School Survey Contact: Paula Schmitt 800.446.5607, Ext. 6858	January 9, 2015
Significant Revisions to Permission to Evaluate and Reevaluate Consent Forms Contact: Patrick Scanlon 724.465.6535	January 16, 2015
Chapters 14 and 711 Regulations that Exceed Federal Requirements in IDEA Contact: Patrick Scanlon 724.465.6535	February 3, 2015
Annual Deaf-Blind Child Count Contact: Sue Ann House	February 3, 2015
Certification and Staffing Policy Guidelines No. 202—Orientation and Mobility Specialists Contact: Lynn Dell 717.783.2311	February 18, 2015
School-Based ACCESS Program Update—Request for Proposal Issued Contact: Patricia Hozella 717.783.6134	February 27, 2015
Survey of Parents of Students with Disabilities Contact: Patrick Scanlon 724.465.6535	March 26, 2015
Participation by Students with Disabilities in High School Graduation Ceremonies Contact: Patrick Scanlon 724.465.6535	April 13, 2015
Secondary Transition: Planning for the Future Checklist Contact: James Palmiero 800.446.5607, Ext. 6851	May 14, 2015
Revision to the Invitation to Participate in the Individualized Education Program Team Meeting or Other Meeting Contact: Patrick Scanlon 724.465.6535	May 26, 2015
Individualized Education Program Team's Responsibility for Educational Placement in Partial Hospitalization Programs Contact: Patrick Scanlon 724.465.6535	May 26, 2015
July 2015 PennData Table 8A Submission Contact: Jodi Rissinger 717.783.6911	May 28, 2015
Local Educational Agency Special Education Data Reports Online Contact: Jodi Rissinger 717.783.6911	May 29, 2015
Transition From Preschool Early Intervention Programs to Kindergarten or First Grade Programs in Charter Schools Contact: Patrick Scanlon 724.465.6535	June 16, 2015
2015-16 Special Education Compliance Monitoring Schedule Contact: Jill Deitrich 717.783.6876	June 25, 2015
School-Based ACCESS Program—Contract Update Contact: Rebecca Ludwick 717.787.5512	June 30, 2015
Fiscal Training for Individuals with Disabilities Education Act—Part B, Special Education Contingency Funds and Approved Private Schools/Chartered Schools for the Deaf and Blind Contact: Sue Leonard 717.772.1114	July 21, 2015
Pennsylvania's Individuals with Disabilities Education Act—Part B 2015 Determination Contact: Patricia Hozella 717.783.6134	July 21, 2015
Unified English Braille Transition Contact: Lynn Dell 717.783.2311	July 21, 2015
Professional Development Opportunity: "The Critical Role of Principals in Meeting the Diverse Needs of Students with Disabilities" Contact: Lynn Dell 717.783.2311	July 22, 2015
Special Education Performance Grant Opportunity: School to Community-Based Competitive Employment Grant Contact: Michael Stoehr 800.446.5607, Ext. 6864	August 18, 2015
Training Session for Local Educational Agencies Targeted for "Indicator 13: Ensuring Success and Compliance" during Their Compliance Monitoring for Continuous Improvement Contact: Michael Stoehr 800.446.5607, Ext. 6864	August 20, 2015

<i>Title</i>	<i>Date Sent</i>
2015-16 School-Based ACCESS Program Statewide Training Sessions Contact: Sharon Kennedy 717.901.2265	August 21, 2015
Special Education Plan Requirements—Identification of Students with Specific Learning Disabilities using the Response to Intervention Renewal Contact: Jessica Keener Haas 610.678.6059	August 21, 2015
School-Based ACCESS Program—Reduced Processing Fees for Local Educational Agencies Contact: Rebekah Ludwick 717.787.5512	August 21, 2015
Basic Education Circular: FAPE and One-To-One Support Obligations for Students with Disabilities Contact: Patrick Scanlon 724.465.6535	September 1, 2015
School-Based ACCESS Program Update—Billing for Allowable Health-Related Purchased Services Contact: Rebekah Ludwick 717.787.5512	September 2, 2015
Reporting of Expenditures Relating to Exceptional Students Contact: Donald Dolbin 717.783.6879	September 8, 2015
State Performance Plan Data Requirements—Postsecondary School Survey Contact: James Palmiero 800.446.5607, ext. 6850	September 9, 2015
Indicator 13: Successful Practices in Secondary Transition for Continuous Improvement Contact: James Palmiero 800.446.5607, ext. 6850	September 9, 2015
Special Education Plan Trainings for Phase 2 Districts Contact: Robert Daldo 717.610.1224	September 28, 2015
Professional Development Opportunity: The Critical Role of Principals in Meeting the Diverse Needs of Students with Disabilities—ADDITIONAL DATES Contact: Judy Ball 800-441-3215 ext. 7263	October 13, 2015
UPDATE: Professional Development Opportunity: The Critical Role of Principals in Meeting the Diverse Needs of Students with Disabilities—ADDITIONAL DATES Contact: Judy Ball 800-441-3215 ext. 7263	October 15, 2015
Pennsylvania Alternate System of Assessment Update—Use of Technology Contact: Dr. John Machella 412.851.0413	October 19, 2015
Presentation of Pennsylvania System of School Assessment and Keystone Exam Accommodation Guidelines for Students with Individualized Education Programs and 504 Plans Contact: Dr. John Machella 412.851.0413	October 28, 2015
Chapter 10 Guidance for Students with Disabilities Contact: Lynn Dell 717.783.2311	October 29, 2015
School-Based ACCESS Program—Request for Proposals Update Contact: Rebekah Ludwick 717.787.5512	November 3, 2015
Survey for Teachers of the Deaf/Hard of Hearing Contact: Shatarupa Podder 717.772.2646	November 5, 2015
Concussions and Return to Learn in the Classroom Environment Contact: Lynn Dell 717.783.2311	November 17, 2015
Special Education Students Placed in Homebound Instruction or Instruction Conducted in the Home Contact: Michael Carricato 717.783.6918	November 19, 2015
Pennsylvania Alternate System of Assessment Update—Required Test Administration Training Contact: Dr. John Machella 412.851.0413	November 25, 2015
Guidance Letter from USDE Office of Special Education and Rehabilitative Services on Dyslexia Contact: Lynn Dell 717.783.2311	December 1, 2015
Pennsylvania Alternate System of Assessment (PASA) Update—Alternate Eligible Content Contact: Dr. John Machella 412.851.0413	December 9, 2015

**B. Office of Child Development and Early Learning****1. Pennsylvania Pre-K Counts**

- Pennsylvania Pre-K Counts Statute, Regulations and Guidelines, Effective July 1, 2015  
Contact: Deborah C. Wise (717-787-7489)

**2. Head Start Supplemental Assistance Program**

- Head Start Supplemental Assistance Program Request for Applications Guidelines, FY 15-16  
Contact: Deborah C. Wise (717-787-7489)

**3. Early Intervention Services**

- 2013-2014 Pennsylvania State Interagency Coordinating Council—Early Intervention in Pennsylvania—Annual Report Submitted to the Governor  
Contact: Jim Coyle (717-783-7213)
- Intermediate Unit Special Education Plan Guidelines  
Contact: Carl Beck (717-214-7130)
- State Early Intervention, Fiscal Guidelines  
Contact: Brian Bell (717-214-7130)
- Certificate of Competency—COC EI Standards for Licensed Private Providers applications and renewal instructions  
Contact: Kathy Vradenburgh (717-346-1117)

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• EI-07 # 12	PA Pre-K Counts and Early Intervention Working Together	10/24/2007
• EI-08 # 03	Extent and Duration of Early Intervention Programs for Preschoolers, Including Services During Scheduled Breaks in Their Programs	04/16/2008
• EI-08 # 09	Early Intervention Special Education Plan Review Notice (EI SEPRN)	08/18/2008
• EI-09 # 13	Childfind System Including Children who are Wards of the State, Children Living in Residential Facilities Children Who Were Abused and Children who are Homeless	09/11/2009
• EI-09 # 14	Contracting With Early Intervention Service Providers and Suspending and Terminating Early Intervention Service Providers	09/16/2009
• EI-09 # 17	Qualifications for Individuals to Provide Speech-Language Pathology Services in Early Intervention and the Requirements for Billing	10/05/2009
• EI-09 # 19	Transition of Preschool Children to School Age Programs	10/20/2009
• EI-10 # 02	Release of Information	01/29/2010
• EI-10 # 06	Funding Responsibilities for Early Intervention Services For Children at Kindergarten Age	05/18/2010
• EI-10 # 07	Paraprofessional Qualifications	06/15/2010
• EI-10 # 08	Amended Behavior Supports for Young Children	10/25/2010
• EI-11 # 01	IDEA Early Intervention Complaint Procedures	06/01/2011
• EI-11 # 02	ACT 24 of 2011 Implementations—PELICAN Data Moratorium	08/01/2011
• EI-11 # 03	Early Intervention Annual Data Review	10/27/2011
• EI-12 # 01	Screening, Evaluation and Assessment in Early Intervention	04/11/2012
• EI-12 # 03	Confidentiality, Parent Consent and Surrogate Parents	04/11/2012
• EI-12 # 07	Collecting and Reporting Child Outcome Data in Infant/Toddler and Preschool Early Intervention Programs	10/26/2012
• EI-12 # 08	Local Determination Process	10/26/2012
• EI-12 # 09	Public Participation Requirements under the Individuals with Disabilities Education Act	10/26/2012
• EI-13 # 01	Transition of Toddlers to Preschool or Other Community Services	01/30/2013
• EI-13 # 03	Session Notes	04/26/2013
• OCDEL-13 # 01	Children Experiencing Homelessness	05/09/2013
• EI-13 # 06	Children who Have a Hearing Loss	08/01/2013
• EI-13 # 07	Positive Behavior Support	08/29/2013
• EI-13 # 08	Eligibility for Infant/Toddlers and Preschool Early Intervention	12/13/2013

Contact: Andrea Algatt 717-783-5058



### C. Center for Data Quality and Information Technology

- Private and Nonpublic Enrollment Instruction Manual, 2015-2016  
Contact: Deb Rodrigues (717-787-6764)

- Pennsylvania Information Management System User Manual, Vol 1 and 2, 2015-2016  
Contact: Dave Ream (717-787-6698)

### D. Bureau of State Library

- Revised Classification Scheme for Pennsylvania State Publications,  
—Provides Call Numbers to be Used in Classifying Pennsylvania State Publications  
Contact: Mary Spila (717-783-3884)

### E. Bureau of Library Development

- A Handbook for Public Library Trustees, Fifth Edition, 2003—Guidance for People Serving as Trustees for Pennsylvania Public Libraries
- Continuing Education Guidelines for Public Library Staff, 2005—Guidance for Determining What Kinds of Continuing Education are Acceptable for Meeting the Continuing Education Requirements in The Library Code.
- Library Services and Technology Act Five-Year Plan 2013-2017—A Focused Program for the Improvement of Library Services for the People of Pennsylvania through Federal LSTA Funds.
- Pennsylvania Guidelines for School Library Information Programs, 2005—Suggestions for Implementing Quality Library Programs in Pennsylvania.
- Measuring Up To Standards Findings: The Impact of School Library Programs and Information Literacy in Pennsylvania Schools, 2000.
- Pennsylvania Interlibrary Loan Procedures Manual, 2011
- Pennsylvania Interlibrary Loan Guidelines, 2011
- Public Library Statistics, 2014
- Directory of Pennsylvania Libraries, 2016
- Pennsylvania Library Accounting Manual, 2010  
Contact: Matthew Spiegel (717-783-5738)

### F. Bureau of Curriculum, Assessment and Instruction

- Education Leading to Employment and Career Training Monthly Attendance Instructions
- Education Leading to Employment and Career Training Guidelines  
Contact: Carmen Medina (717-783-6466)

- 2011-2013 Alternative Education for Disruptive Youth Guidelines (Available on the website.)
- Alternative Education for Disruptive Youth Private Provider Application and Guidelines (Available on the website.)
- Alternative Education for Disruptive Youth Program Application and Guidelines (Available on the website.)  
Contact: Dana Klouser (717-705-3771)

### G. Office for Safe Schools

- Commonwealth Student Assistance Program Training System Handbook: Guidelines, Monitoring Procedures, Standards and Core Competencies, and Related Information  
Contact: Russ Alves (717-783-6777)
- School Attendance Improvement and Truancy Reduction Toolkit  
Contact: Joe Loccisano (717-346-4253)

- Bullying Prevention Support Plan  
Contact: Mike Kozup (717-705-0353)

- Model Dating Violence Policy  
Contact: Joe Loccisano (717-346-4253)

- \* Model Youth Suicide Awareness and Prevention Policy  
Contact: Joseph Loccisano (717-346-4253)

### H. School Services Office

- Basic Education Circulars (BECs)—Current collection of Pennsylvania Department of Education guidance statements on state and federal basic education laws and regulations. These guidance statements cover several areas of the School Code within Title 24 of *Purdon's Statutes*, Articles 1—25, and State Board of Education Regulations—Title 22 of the Pennsylvania Code, Chapters 1—23, 342 and 349, and other state and federal laws and regulations. Topics include among others: Access to Secondary Students—Enrollment of Students—Emergency School Closings—Home Education Programs—Special Education—Payments for Education—Graduation of Seniors—School Construction—Safe Schools—Copyright Law—Commissions—Instructional Time. (Link to BECs: [http://www.education.state.pa.us/portal/server.pt/community/basic\\_education\\_circulars/7497](http://www.education.state.pa.us/portal/server.pt/community/basic_education_circulars/7497))

Contact: Stephen Fisher (717-787-4860)

- Access to Secondary Students

Contact: Stephen Fisher (717-787-4860)

- Background Checks (Act 114)

Contact: Denise Wolfgang (717-787-3750)

- Child Labor Laws and Employment of Minors

Contact: Stephen Fisher (717-787-4860)

- Commissions

Contact: Denise Wolfgang (717-787-3750)

- Days Schools Not to be Kept Open

Contact: Stephen Fisher (717-787-4860)

- Emergency School Closings

Contact: Stephen Fisher (717-787-4860)

- Enrollment of Students

Contact: Stephen Fisher (717-787-4860)

- Foreign Student's Eligibility for Enrollment

Contact: Stephen Fisher (717-787-4860)

- Graduation of Seniors

Contact: Stephen Fisher (717-787-4860)

- Home Education Program

Contact: Suzanne Tallman (717-787-4860)

- School Services Programs on PDE Website

- AED Program

- Disclosure of Interscholastic Athletic Opportunities Survey

- Flexible Instructional Days

- Opportunity Scholarship Tax Credit Program

Contact: Stephen Fisher (717-787-4860)

### I. Bureau of School Leadership and Teacher Quality

- Pennsylvania Department of Education Application and Instructions for Professional Educator (Includes background information, application forms, and directions.)
- Teacher Certification Information Sheets (Various hand-out papers used to respond to queries on professional educator certification in Pennsylvania.)

Contact: Nancy Cheris or Phil Ferrari (717-728-3224)

- Application Booklets (Revised May 2001)
  - Applicant Prepared Outside of Pennsylvania (Revised 1/11)
  - Emergency Permits and Act 97 Waivers (Revised 1/11)
  - Letter of Equivalency for Master's Degree (Revised 7/10)
    - Applicant Prepared In Pennsylvania (Revised 7/10)
- Professional Educator Certificate (Revised 6/08)
- Letter of Equivalency for Master's Degree (Issued 3/00)
- Letter of Equivalency for Bachelor's Degree (Issued 3/00)
  - Application information and form
  - Letter of Equivalency with seal
- Emergency Permit with seal (Issued 3/00)
- Private School Certificate Application (Revised 6/11)
- Requirements of Act 48 of 1999
  - Application for Voluntary Inactive Certification (Form 338R)
    - Approval notice for Voluntary Inactive Certification
    - Application for Removal of Voluntary Inactive Certification (Form 338R2)
    - Approval notice for Removal of Voluntary Inactive Certification
    - Four and five-year notices for educators and school entities
    - Informational Handout: Important Information About Your Certificate (Revised 6/02)

Contact: Nancy Cheris or Phil Ferrari (717-728-3224)

## **J. Bureau of Postsecondary and Adult Education**

### **1. Division of Higher and Career Education**

- Records Accessibility Policy for Closing/Closed Degree Granting Institutions
- Substantive Change Policy for Degree Programs
- Memo dated May 18, 2005 with Instructions for Preparing Program Applications
- AP 176 Instructions for Preparing the Private Licensed Schools Contract Bond
- PDE-4627 Student Information Publication Requirements and Instructions
- PDE-3774 Enrollment Agreement Check Sheet
- Pennsylvania Department of Education Guidelines for the Approval of Degree Programs
- Chart of Activities for a Group Wishing to Establish a Domestic Nonprofit/For-Profit Degree-Granting Institution in Pennsylvania or a Foreign Nonprofit/For-Profit Degree-Granting Corporation Wishing to Operate in Pennsylvania
- Materials Related to the Approval of Postsecondary Institutions Requesting a Certificate of Approval to Award the Associate in Specialized Business and/or the Associate in Specialized Technology Degree

Private Licensed Schools Memorandum—Distance Education

Contact: Patricia Landis (717-772-3623)

### **K. Office of Postsecondary and Higher Education**

- Clarification of State Board of Education Regulations Regarding Curriculum (§ 31.21) and Academic Calendar (§ 31.22) Curricula Credit Policy
- Criteria for Approval of Community College Economic Development Stipend High Priority Occupation Programs
- Criteria for Approval of Community College Economic Development Stipend Noncredit Workforce Development Courses

- Calculation of Instructional Costs of High Priority and High Instructional Cost Programs for Community College Economic Development Stipend
- Guidelines for the Establishment of Public Community Colleges in Pennsylvania
- Guidelines for the Establishment of the Rural Regional College

Contact: Michael Dotts (717-705-7787)

- Procedures and Guidance Related to the Transfer and Articulation Oversight Committee and the Statewide College Credit Transfer System
- 30-Credit Transfer Framework and Framework Equivalency Standards
- Statewide Program-to-Program Articulation Agreements
- Pennsylvania Transfer and Articulation Center (PA TRAC) website

Contact: Julie Kane (717-772-3643)

- Horace Mann Bond-Leslie Pinckney Hill Scholarship Program Guidelines

Contact: Julie Kane (717-772-3643)

- Technical College Programs Guidelines

Contact: Julie Kane (717-772-3643)

- Guidelines for Community Education Councils EGrant Application

Contact: Michael Dotts (717-705-7787)

- Pennsylvania Information Management System Postsecondary Manual for Community Colleges
- Pennsylvania Information Management System Postsecondary Guidelines for Unit Level Data Collection
- Pennsylvania Information Management System Postsecondary Data Collection Opt Out Policy

Contact: Michael Dotts (717-705-7787)

- Pennsylvania Information Management System State Fiscal Stabilization Fund c12 Indicator Collection Postsecondary Manual
- Procedure of Import of Student Data for State Fiscal Stabilization Fund c12 Indicator Collection

Contact: Michael Dotts (717-705-7787)

### **L. Bureau of Career & Technical Education**

- Guidelines for Administrator: How to Comply with Federal and State Laws and Regulations
- Sample Training Agreement for Cooperative Education
- Sample Training Plan for Cooperative Education
- Sample Training Plan for Cooperative Education
- Pennsylvania Cooperative Education Association—State and Federal Child Labor Laws, Instructional Resources and Sample Forms
- Child Labor Act
- Prohibited Occupations Under the Child Labor Act

Contact: Mike Stanger (717-772-4870)

- Application for Approval of the Nurse Aide Training Program Submission Guidelines

Contact: Sheri Weidman (717-772-4868)

- A Guide to Student Occupational Competency Testing in Pennsylvania
- Pennsylvania Student Occupational Competency Testing

Contact: Kevin Springman (717-783-6623)

- Funding Guidelines for the Career and Technical Education Professional Personnel Development Center

Contact: Delmar Hart (717-346-9735)

- Perkins Local Plan Funding Guidelines Title I Carl D. Perkins Career and Technical Education Improvement Act of 2006 P.L. 109-270

Contact: Monique Williams (717-346-3188)

- CATS Secondary Program Approval Instructions
  - Career & Technical Education Secondary POS Pathways
  - Career Objective Form
  - Approved Secondary Program
  - Approved Secondary Program
  - Sample Scope and Sequence (PDF)
  - Sample Scope and Sequence (PDF)
- Contact: Jean Kelleher (717-783-6962)

- Self-Study Guidelines—Accreditation System of Institutions for Adult Technical Education at Career and Technical Centers
  - The Occupational Competency Assessment Program Brochure
- Contact: Beth Marshall (717-783-6860)

- Child Development Laboratory Procedures Guidelines
  - CDA-Ready Verification Form
  - CDA-Ready Certificate Documentation, Preschool
  - CDA-Ready Certificate Documentation, Infant/Toddler
  - Laboratory Guides
  - Family and Consumer Sciences
- Contact: Jean Kelleher (717-783-6962)

- Industry-Recognized Certifications for Career and Technical Education Programs: A Resource Guide for Pennsylvania Career and Technology Centers
- Contact: Beth Marshall (717-783-6860)

- Career and Technical Student Organizations Brochure
- Contact: Delmar Hart (717-346-9735)

- Monitoring/Self-Study Booklet of the Nurse Aide Training and Competency Evaluation Program
  - Teaching the Educator Workshop for Nurse Aide Training and Competency Evaluation Program
- Contact: Sheri Weidman (717-772-4868)

- Perkins Local Plan Compliance Review Review
- Contact: Monique Williams (717-346-3188)

- Guidelines for Technical Institutes
  - Perkins Statewide Articulation Agreement
  - Student Documentation Coversheet for Programs of Study Articulation Agreements
- Contact: David Garnes (717-783-6859)

- Federal and State Final Performance Reports
- Contact: John Bonchalk (717-772-4853)

- Program Administration Manual: Policy and Procedures for Perkins Subgrants and Related State Grants
- Contact: Monique Williams (717-346-3188)

- Establishing & Operating Effective Local Advisory Committees
  - Establishing & Operating Effective Occupational Advisory Committees
- Contact: Delmar Hart (717-346-9735)

- State Funded Supplemental Equipment Grant Guidelines
- Contact: Janelle Smith (717-783-6990)

#### **M. Bureau of Curriculum, Assessment and Instruction**

- Act 48 Professional Education Plan Guidelines, March 2007
- Contact: Marian Dura (717-783-4307)

- Act 48 Approved Provider Guidelines, September 2013
- Contact: Marian Dura (717-783-4307)

- Home Language Survey
- Contact: Tami Shaffer (717-705-3829)

- Post Exit Monitoring Guidance & Sample Monitoring Forms
- Contact: Linda Long (717-783-6595)

- Induction Plan Guidelines, September 2013
- Contact: Marian Dura (717-783-4307)

- Pennsylvania Department of Education Gifted Guidelines, August 2010
- Contact: Division of Instructional Quality (717-783-3958)

- Online Theory Drive Education Policy
- Contact: Division of Instructional Quality (717-783-3958)

- Pennsylvania Literacy Framework
- Contact: Cindy Rhodes (717-783-9167)

- No Child Left Behind Act—Supplemental Education Services—Instructions for Completing the Provider Application (on PDE Website)
- Contact: Division of Federal Programs (717-783-3381)

- BEC 22 Pa. Code § 04.26\* Educating Students With Limited English Proficiency (LEP) and English Language Learners (ELL)
- Contact: Linda Long (717-783-6595)

#### **N. PENNLINKS:**

- PA Environmental Education Act of 1993. This Act set responsibilities for the Department of Education as it relates to environmental education for the school districts of the Commonwealth. It also sets responsibilities for formal and non-formal educational entities. This Act is incorporated into the PA School Code of 1949.
- Contact: Dave Bauman (717-783-6598)

#### **O. Bureau of Budget and Fiscal Management**

- Planning and Construction Workbook (Forms Used to Apply for Commonwealth Reimbursement for a School Construction Project)
  - Charter School Lease Reimbursement Program
- Contact: Patti Garman-Scott (717-787-5993)

- Pennsylvania Community Colleges Capital Funding Framework—2014-15
  - Application for State Assistance for Construction of Community College Facilities
  - Space Approval Formula for Community Colleges
- Contact: Naomi Rudisill (717-787-5993)

- Instructions for Reporting Child Accounting Data
  - Instructions for Reporting Pupil Transportation Data
  - Instructions for Charter Schools to Request Subsidy Withholding from School Districts
- Contact: Benjamin Hanft (717-787-5423)

- Out-of-State Special Education Placements Approval and Reimbursement (jointly with the Bureau of Special Education [Pat Hozella])
- Contact: Benjamin Hanft (717-787-5423)

#### **P. Bureau of Curriculum, Assessment and Instruction**

- Assessment Handbooks
- Contact: Ray Young (717-783-6633)

- ESEA Flexibility Waiver for Pennsylvania
- Contact: John Weiss (717-214-4394)

- Accommodations Guidelines for Students with IEPs, and Students with 504 Plans
- Contact: Diane Simaska (717-346-8064)

- Accommodations Guidelines for English Language Learners
- Contact: Diane Simaska (717-346-8064)

- Assessment Participation and Performance Attribution Map  
Contact: Shazia Waters (717-772-0020)

- PSSA Test Security Procedures  
Contact: Jay Gift (717-783-1144)

### III. DECISIONS

#### A. State Charter School Appeal Board

- Vitalistic Therapeutic Center Charter School (Bethlehem Area SD) CAB # 1999-6
- William Bradford Academy Charter School (Keystone Oaks SD) CAB # 1999-8
- Wonderland Charter School (State College Area SD) CAB # 1999-3
- Sugar Valley Rural Charter School (Keystone Central SD) CAB # 1999-4
- Phoenix Academy Charter School (Phoenixville Area SD) CAB # 1999-10
- Hills Academy Charter School (Penn Hills SD) CAB # 1999-12
- Collegium Charter School (West Chester Area SD) CAB # 1999-9
- Vitalistic Therapeutic Center Charter School (Allentown City SD) CAB # 1999-5
- Shenango Valley Regional Charter School (Hermitage and Sharon City SD) CAB # 1999-11
- Ronald G. Brown Charter School (Harrisburg City SD) CAB # 1999-1
- Edith & Eloise Academy (Steel Valley and Pittsburgh School Districts) CAB # 1999-13
- Creative Educational Concepts Charter School (Chester Upland SD) CAB # 1999-15
- Souderton Charter School Collaborative (Souderton Area SD) CAB # 1999-2
- Bucks County Montessori Charter School (Pennsbury SD) CAB # 1999-7
- Environmental Charter School (Palisades SD) CAB # 1999-14
- W.E.B. Dubois Charter School (Philadelphia SD) CAB # 2000-10
- William Bradford Academic Charter School (Philadelphia SD) CAB # 2000-1
- Dimensions of Learning Academic Charter School (Philadelphia SD) CAB # 2000-7
- Rising Sun Academy Charter School (Philadelphia SD) CAB # 2000-4
- Leadership Learning Partners Charter School (Philadelphia SD) CAB # 2000-8
- Delaware Valley High Charter School (Philadelphia SD) CAB # 2000-5
- Lincoln-Edison Charter School (York SD) CAB # 2000-11
- Independence Charter School (Philadelphia SD) CAB # 2000-2
- Kemetec Institute charter School (Philadelphia SD) CAB # 2000-6
- Genesis Charter School (Philadelphia SD) CAB # 2000-9
- Legacy Charter School (Council Rock SD) CAB # 2000-14
- Lehigh Valley Academy Regional Charter School (Bethlehem Area SD) CAB # 2000-12
- Lehigh Valley Academy Regional Charter School (Saucon Valley SD) CAB # 2000-13
- Vitalistic Therapeutic Center Charter School (Bethlehem Area SD) CAB # 2000-15
- Dr. Lorraine K. Monroe Academy Charter School (Millcreek Township SD) CAB # 2000-16
- Learning Connection Charter School (Chester Upland SD) CAB # 2001-1
- Renaissance Academy of Pittsburgh, Alternative of Hope Edison Charter School (SD of Pittsburgh) CAB # 2001-2
- Elan Charter School (Pennsbury SD) CAB # 2001-3
- Ricci J. Hausley Charter School (Philadelphia SD) CAB # 2001-4
- Thurgood Marshall Charter School (Wilkinsburg SD) CAB # 2001-5
- Phoenix Charter School (Philadelphia SD) CAB # 2001-6
- Penn Hills Charter School (Penn Hills SD) CAB # 2001-7
- David P. Richardson Charter School (Philadelphia SD) CAB # 2001-8
- Fell Charter School (Carbondale Area SD) CAB # 2001-9
- Graystone Academy Charter School (Coatesville Area School District) CAB # 2002-1
- Infinity Charter School (Central Dauphin School District) CAB # 2002-4
- Einstein Academy Charter School (Morrisville Borough School District) CAB # 2002-6
- Wonderland Charter School (State College Area School District) CAB # 2002-7
- Lincoln-Edison Charter School (School District of the City of York) CAB # 2002-03
- Montessori Regional Charter School (Millcreek Township School District) CAB # 2002-05
- Einstein Academy Charter School (Morrisville Borough School District) CAB # 2002-06
- Wonderland Charter School (State College Area School District) CAB # 2002-07
- Propel Charter School (Steel Valley School District) CAB # 2003-01
- Bear Creek Community Charter School (Wilkes-Barre School District) CAB # 2003-03
- Bucks County Montessori Charter School (Pennsbury School District) CAB # 2003-04
- Propel Charter School (McKeesport Area School District) CAB # 2004-01
- Bear Creek Community Charter School (Wilkes-Barre Area School District) CAB # 2004-2
- Propel Montour Charter School (Montour School District) CAB # 2004-03
- Sugar Valley Rural Charter School (Keystone Central SD) CAB # 2004-04
- Pocono Mountain Math Science & Technology Charter School (Pocono Mountain SD) CAB # 2004-05
- Propel Charter School-East (Penn Hills SD) CAB # 2005-01
- Propel Charter School-East (Woodland Hills SD) CAB # 2005-02
- Lincoln Charter School (SD of the City of York) CAB # 2005-03
- Lehigh Valley Academy Regional C.S. (Bethlehem ASD) CAB # 2005-04
- Arts & 3 R's Inc. (Wyoming Valley West SD) CAB # 2005-05
- Lehigh Valley Academy Regional C.S. (Saucon Valley SD) CAB # 2005-06
- Vitalistic Therapeutic C.S. (Bethlehem SD) CAB # 2005-07
- Ronald H. Brown Charter School (Harrisburg City School District) CAB # 2005-08
- Voyager Charter School (Garnet Valley School District) CAB # 2005-09
- City College Prep Charter School (Pittsburgh School District) CAB # 2006-01
- Career Connections Charter Middle School (Pittsburgh School District) CAB # 2006-03

- Propel Montour (Montour School District) CAB # 2006-04
- Family Choice (Towanda, Wyalusing & Northeast Bradford) CAB # 2006-05
- Propel Charter School Duquesne (Duquesne School District) CAB # 2006-06
- Education Innovations Lab Charter School (Pittsburgh School District) CAB # 2007-01
- RAPA (Pittsburgh Public School District) CAB # 2007-03
- Fell Charter School (Carbondale Area School District) CAB # 2007-04
- Environmental School in Frick Park (School District of Pittsburgh) CAB # 2007-05
- Capital Academy Charter School (Harrisburg School District) CAB # 2007-02
- Family Choice Charter School (Towanda and Northeast Bradford School Districts) CAB # 2007-06
- Lincoln Charter Middle School (School District of the City of York) CAB # 2008-01
- IDEA Cyber Charter School, CAB # 008-03
- The Lighthouse Cyber Charter School CAB # 2008-04
- Penn Johns Charter School (Conestoga Valley School District) CAB # 2008-05
- Germantown Settlement Charter School (Philadelphia School District) CAB # 2008-06
- Renaissance Charter School (Philadelphia School District) CAB # 2008-07
- Mt. Jewett Area Charter School for Academic Excellence (Kane Area School District) CAB # 2009-01
- Vida Charter School (Gettysburg Area and Hanover Public School Districts) CAB # 2009-02
- Propel Charter School-Sunrise (Woodland Hills School District) CAB # 2009-03
- Thomas Paine Charter School (Catasaugua and Northampton School Districts) CAB # 2000-04
- Montessori Regional Charter School (Millcreek Twp. And Erie School Districts) CAB # 2009-05
- *ASPIRA Bilingual Charter School v. Department of Education* CAB # 2009-06
- Sugar Valley Rural Charter School (Keystone Central School District) CAB # 2009-07
- Northside Urban Pathways Charter School (Pittsburgh Public School District) CAB # 2010-01
- Community Services Leadership Development Charter School (Pittsburgh Public School District) CAB # 2012-02
- Young Scholars of Western Pennsylvania Charter School (Baldwin Area School District) CAB # 2010-03
- Vitalistic Therapeutic Charter School (Bethlehem Area School District) CAB # 010-04
- Valley Academy Charter School (Hazleton Area School District) CAB # 2010-05
- Leadership Academy for Math & Science (Pittsburgh, Woodland Hills & Penn Hills SDs) CAB 2011-01
- Pocono Mountain Charter School Appeal 3/16/11 Decision Not to Renew (Pocono Mountain School District) CAB 2011-02
- Baden Academy Charter School (Ambridge Area School District) CAB 2011-02
- Howard Gardner Multiple Intelligence Charter School (Scranton & Abington Heights School Districts) CAB 2011-04
- Community Academy of Philadelphia (Philadelphia School District) CAB 2011-05
- Lehigh Valley Academy Regional Charter School (Bethlehem School District) CAB 2011-06
- Chester Charter School for the Arts (Chester Upland School District) CAB 2012-02
- Pocono Mountain Charter School (Pocono Mountain School District) CAB 2010-06
- Graystone Academy Charter School (Coatesville Area School District) CAB 2012-01
- Washington Classical Charter School (Trinity Area School District) CAB 2012-05
- Roberto Clemente Elementary Charter School (Allentown School District) CAB 2012-10
- Steam Charter School of Harrisburg (Harrisburg School District) CAB 2012-11
- Career Connections Charter High School (School District of Pittsburgh) CAB 2012-12
- New Hope Academy Charter School (School District of the City of York) CAB 2012-13
- Duquesne Charter School (City of Duquesne School District) CAB 2013-01
- Propel Charter School—Hazelwood (School District of Pittsburgh) CAB 2013-02
- Discovery Charter School (School Reform Commission & School District of Philadelphia) CAB 2013-06
- Lehigh Valley Dual Language Charter School (Bethlehem Area School District) CAB 2013-07
- Bensalem Keystone Academy Charter School (Bensalem Township School District) CAB 2012-14
- Propel Charter School—West (Sto-Rox School District) CAB 2013-09
- Truebright Science Academy Charter School (School District of Philadelphia) CAB 2013-11
- Community Academy of Philadelphia Charter School (School District of Philadelphia) CAB 2013-12
- Young Scholars of McKeesport Charter School (McKeesport Area School District) CAB 2013-14
- Lehigh Valley Dual Language Charter School (Bethlehem Area School District) CAB 2013-15
- Allentown Engineering Academy Charter School (Allentown School District) CAB 2014-01
- MAST-Neshaminy Charter School (Neshaminy Township School District) CAB 2014-02
- Arts Academy Elementary Charter School (Allentown School District) CAB 2014-03
- Collaborative North Penn Charter School (North Penn School District) CAB 2014-05
- Provident Charter School (William Penn School District) CAB 2014-06
- Choices of William Penn Charter School (William Penn School District) CAB 2014-07
- Vision Academy Charter School (William Penn School District) CAB 2015-03

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#### **B. Office of Chief Counsel Teacher Tenure Appeal Opinions**

- *Patricia A. Gorman v. East Allegheny School District*, Teacher Tenure Appeal No. 4-96
- *In Re: Petition of Stroudsburg Area School District*, Teacher Tenure Appeal No. 6-96
- *Bridget E. Kelly v. Stroudsburg Area School District*, Teacher Tenure Appeal No. 6-96A
- *Joseph G. Cesari v. North Schuylkill School District*, Teacher Tenure Appeal No. 2-96
- *Deborah N. Collins v. Bethlehem Area Vocational-Technical School*, Teacher Tenure Appeal No. 3-96
- *Renee Czubowicz-Drouse v. Mid Valley School District*, Teacher Tenure Appeal No. 6-95
- *Margaret M. McMackin v. Pittsburgh School District*, Teacher Tenure Appeal No. 8-95
- *Wayne Sousa v. Palisades School District*, Teacher Tenure Appeal No. 10-95
- *James D. Holt v. Muncy Area School District and Board of Directors*, Teacher Tenure Appeal No. 12-94

- *Roland H. Holvey v. Northumberland County Area Vocational-Technical School*, Teacher Tenure Appeal No. 13-94
- *Sally Bollinger v. Curwensville Area School District and Board of School Directors*, Teacher Tenure Appeal No. 9-94
- *William Dopko, et al. v. Riverside Board of School Directors*, Teacher Tenure Appeal No. 2-94
- *Callie Anderson, et al. v. Board of Education of the School District of Philadelphia*, Teacher Tenure Appeal No. 16-94
- *Patricia Peiffer v. Lake-Lehman School District*, Teacher Tenure Appeal No. 9-93
- *Mary Ellen Mela v. Morrisville School District*, Teacher Tenure Appeal No. 5-95
- *Angela Martino v. Philadelphia City School District*, Teacher Tenure Appeal No. 7-95
- *Shawn-Kimberly Kocher v. Salisbury School District*, Teacher Tenure Appeal No. 5-97
- *Dale Kessler v. Line Mountain School District*, Teacher Tenure Appeal No. 11-94
- *Thomas Katruska v. Bethlehem-Center School District*, Teacher Tenure Appeal No. 4-97
- *Jane L. Shaffer v. Riverview Intermediate Unit*, Teacher Tenure Appeal No. 6-97
- *John Reber and Thomas L. McDevitt v. Reading School District*, Teacher Tenure Appeal No. 12-95
- *Mark Berman, et al v. Philadelphia School District*, Teacher Tenure Appeal No. 3-97
- *Jay Mastro v. City of Pittsburgh School Board*, Teacher Tenure Appeal No. 1-98
- *Carol Ann Russo v. Easton Area School District*, Teacher Tenure Appeal No. 4-98
- *Mary Anne Norris v. Penns Valley Area District*, Teacher Tenure Appeal No. 2-98
- *Alice Hirsch v. Montour School District*, Teacher Tenure Appeal No. 2-97
- *Karen Korman v. Penns Valley Area School District*, Teacher Tenure Appeal No. 1-99
- *Kevin Santry v. Philadelphia School District*, Teacher Tenure Appeal No. 2-99
- *Stephen Moiles v. Marple Newtown School District*, Teacher Tenure Appeal No. 1-00
- *James B. Dickinson, Jr. v. Gettysburg Area School District*, Teacher Tenure Appeal No. 3-98
- *Dale Clymer v. Berks County Intermediate Unit*, Teacher Tenure Appeal No. 2-00
- *Nancy J. Zelno v. Lincoln Intermediate Unit*, Teacher Tenure Appeal No. 3-00
- *Colleen Sheptock v. Muncy School District*, Teacher Tenure Appeal No. 4-00
- *Priscilla Barto v. Williamsport Area School District*, Teacher Tenure Appeal No. 3-99
- *Margaret McMackin v. Pittsburgh School District*, Teacher Tenure Appeal No. 5-99
- *Mary Claire Brown v. Parkland Area School District*, Teacher Tenure Appeal No. 7-97
- *Robert Adams v. Harrisburg School District*, Teacher Tenure Appeal No. 5-00
- *Dr. Henry Benz v. Board of Public Education of the School District of Pittsburgh*, Teacher Tenure Appeal No. 3-01
- *Glenn Gow v. Big Spring School District*, Teacher Tenure Appeal No. 1-97
- *Carol Ann Russo v. Easton Area School District*, Teacher Tenure Appeal No. 4-98A
- *Maureen Joyce v. Board of Directors of Spring-Ford School District*, Teacher Tenure Appeal No. 2-01
- *Kenna Williams v. Clearfield County Vocational-Technical School*, Teacher Tenure Appeal No. 4-99
- *Barbara Palumbo v. Board of Directors of DuBois Area School District*, Teacher Tenure Appeal No. 4-01
- *Jacquelyn N'Jai v. Pittsburgh School District*, Teacher Tenure Appeal No. 5-01
- *William Brunson v. Coatesville Area School District*, No. 1-02
- *Thomas Hajduz v. Peters Twp. School District*, No. 1-03
- *Dr. Linda Portlock v. Harrisburg Area School District*, No. 2-02
- *Edwin Hasson v. Glendale School District*, No. 5-03
- *Joanne Henshaw v. Boyertown Area School District*, No. 7-03
- *Shirley Curl v. Solanco School District*, No. 1-04
- *Peter Igoe v. Dunmore School District*, No. 3-03
- *Cecil E. Clugston v. Franklin County Career and Technology Center*, No. 4-03
- *Eleanor Jones v. School District of Pittsburgh*, No. 3-04
- *Donald Becker v. York County School of Technology*, No. 4-04
- *Dr. Brenda G. Turner v. Wilkinsburg School District*, No. 5-04
- *Faith Kline v. Loyalsock Township School District*, No. 1-05
- *Bradley Flickinger v. Lebanon School District*, No. 2-05
- *Dr. Adrienne Lancaster v. Carlynton School District*, No. 3-05
- *Albert J. Papada v. Pine Grove Area School District*, No. 4-05
- *Shirley Curl v. Solanco School District*, No. 1-04A
- *Carol J. Belas v. Juniata School District*, No. 2-04
- *Cassandra Richardson Kemp, Richard Mascari, Lorraine Eberhardt Tyler & Margaret Brown v. City of Pittsburgh Public Schools*, No. 1-06
- *Gene Lawrence Rizzo v. Apollo-Ridge School District*, No. 2-06
- *Marilyn Chapleskie v. Williams Valley School District*, No. 2-07
- *Rox-Ann Reifer v. Williamsburg Area School District*, No. 1-07
- *Judith Sargent v. Schuylkill Valley School District*, No. 2-08
- *Lee V. McFerrin v. Farrell Area School District*, 3-08
- *Ronald J. McCauley v. Lenape Vocational Technical School*, No. 4-08
- *Kimla Robinson v. School District of Philadelphia*, No. 1-09
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- *Vicky Rose v. School District of Pittsburgh*, No. 4-09
- *Dr. Carole Policastro v. Steel Valley School District*, No. 6-09
- *Robert J. Ritz, Jr. v. Hazleton Area School District*, No. 8-09
- *Dr. Joseph W. Findley, Jr. v. Montour School District*, No. 1-10
- *Richard Migliore v. Philadelphia City School District*, No. 2-10
- *Ellis Jones v. School District of Philadelphia*, No. 1-11
- *Angela DeBattista v. McKeesport Area School District*, No. 2-11
- *Richard W. Migliore, J.D. v. School District of Philadelphia and School Reform Commission of Philadelphia*, No. 3-11
- *Tara Buske v. Neshaminy School District*, No. 4-11

- *Andrea Christine Butterfield v. Dover Area School District*, No. 5-11
- *Jodi Johnson v. Southeastern Greene School District*, No. 1-12
- *Andrew Samuelson v. Hanover Public School District*, No. 3-12
- *Elaine Cutler v. Bellefonte Area School District*, No. 1-13
- *Davaun Barnett v. Penn Hills School District*, No. 5-13
- *Dr. Darla Hammond v. Chester Upland School District*, No. 1-14
- *Serge Vladimirkys v. School District of Philadelphia, School Reform Commission*, No. 2-12
- *Jeffrey Zollars v. Moon Township School District*, No. 4-13

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### C. Certification Appeal Committee Decisions

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#### D. Certification Audit Appeals

- Lancaster School District
- Contact: Mark Zaccarelli (717-787-5500)

#### E. Teacher Decertification Decisions

- *Commonwealth of Pennsylvania v. Benjamin Lucciola*, DI-87-07
  - *Commonwealth of Pennsylvania v. Malachi Robinson*, 1996-3
- Contact: M. Patricia Fullerton (717-787-5500)

- *Commonwealth of Pennsylvania v. Bobby Wilson*
- Contact: Joseph Miller (717-787-5500)

#### F. Food and Nutrition Appeals

- William Penn School District
  - Auntie Sherry's Christian Child Care
  - Heaven's Angels Day Care
  - Little Paradise Day Care Center
  - Little People Day Care School, Inc.
- Contact: Karen Feuchtenberger (717-787-5500)
- Lower Kensington Environmental Center Youth Services, Child Care Food Program 1995-1
  - Tots Yearn to Learn, Inc.
  - Cassoria Learning Centers, Inc.
- Contact: Ernest Helling (717-787-5500)
- Blessed Hope S.D.C. Church
  - Jim Mattera d/b/a Apple Pie Day Care
  - Joan Enz-Doerschner d/b/a Once Upon a Time
  - Michael Zaverukha d/b/a Grace Adult Day Health Care
  - Sharon Lyons and Stacy Blackshear d/b/a Children R Us
  - Theodore G. McNair d/b/a B & T Early Learning and Child Care Center
  - United Jewish Children's Fund d/b/a The King's Soldiers
  - Theresa Loving d/b/a Little Einstein's Daycare Center
  - LaShone Sanders d/b/a/ Sanders Bundles of Love
  - *Dominic Longo and Bunita Longo d/b/a The Children's Pantry, Inc. v. Division of Food & Nutrition*
  - *Kelli Jackson d/b/a All About Kids Daycare and Learning Center, LLC v. Division of Food and Nutrition*
  - *Lynne Butler and Gail Reaser d/b/a Children's Garden Early Education Center v. Division of Food and Nutrition Michael Fink and Nathan Young d/b/a Studio Kids Early Learning Center, LLC v. Division of Food & Nutrition*
- Contact: Robert Tomaine (717-787-5500)

- *Educational Management Services of Harrisburg. v. Department of Education.*
  - *Educational Management Services of Harrisburg. v. Department of Education.*
  - *Educational Management Services v. Division of Food and Nutrition*
  - *Little Hands Daycare v. Division of Food and Nutrition*
  - *Logan Child Care and Resource Center v. Division of Food and Nutrition*
  - *Through the Years v. Division of Food and Nutrition*
  - *Kids Choice Learning Centers v. Division of Food and Nutrition*
  - *Little Treasures Learning Centers v. Division of Food and Nutrition*
  - *Safe Kids at Nicetown v. Division of Food and Nutrition*
  - *Senior Care Centers of PA v. Division of Food and Nutrition*
  - *Bucks County Technical High School v. Division of Food and Nutrition*
  - *LaShone L. Sanders d/b/a Bundles of Love v. Division of Food and Nutrition*
  - *Little Treasures Day Care Center v. Division of Food & Nutrition*
  - *Nicole Gipe d/b/a/ Strawberry Garden Elementary Childhood Learning Center v. Division of Food and Nutrition*
  - *Yolanda Edwards and Tacita Carter-Mobley d/b/a Personal Touch Childcare Service v. Division of Food and Nutrition*
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  - Debra Phillips, # 12-04
  - Nicole Scarton, # 14-01
  - Mark Wilkerson, # 13-02
- Contact: Robert Tomaine (717) 787-5500

#### G. Professional Standards and Practices Commission Adjudications, Memoranda and/or Orders

- Abraham, Joseph, DI-09-01
- Adams, Jason, DI-08-55
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#### **H. Professional Standards and Practices Reinstatement Decisions (7/1/2006-6/30/2007)**

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- Smith, Jeffrey M., RE-09-02
- Smith, Jr., Thomas R., RE-09-07
- Stich, Timothy W., RE-09-01
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**J. Special Education Hearing Officer Decisions**

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(Some information does not have a decision date because previous submissions did not provide that information)

- 00304 09-10 MF
- 00417 09-10 JD
- 00590 09-10 KS
- 00647 09-10 AS
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- 01259 09-10 JT
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- 1698 10-11 LP
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- 1839 10-11 LL
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- 1639-10-11 CH 06/30/2011
- 1729-10-11 LP 07/06/2011
- 01931-10-11 MS 07/06/2011
- 1854-10-11 DM 07/07/2011
- 00803-10-11 IK 07/08/2011
- 1597-10-11 JG 07/11/2011
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- 1453-10-11 HG 07/13/2011
- 1885-10-11 AL 07/15/2011
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- 1552-10-11 CG 07/18/2011
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- 1824-10-11 HB 08/01/2011
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- 1547-10-11 DV 08/23/2011
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- 1742-10-11 AD 08/26/2011
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- 2012-10-11 KS 09/02/2011
- 1806-10-11 TG 09/07/2011
- 2167-11-12 CC 09/16/2011
- 2162-11-12 GM 09/23/2011
- 01975-10-11 NS 09/26/2011
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- 1835-10-11 CE 09/27/2011
- 2166-11-12 JM 10/03/2011
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- 1652-10-11 RA 10/25/2011
- 1933-10-11 DH 10/26/2011
- 2057-10-11 BS 10/28/2011
- 2029-10-11 BW 11/04/2011



- 1782-10-11 AS 11/08/2011
- 2076-11-12 DS 11/08/2011
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- 2150-11-12 SB 12/23/2011
- 1799-10-11 LP 12/24/2011
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- 2617-11-12 DM 05/01/2012
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- In the Matter of: Reimbursement for the Rose Tree Media School District

Contact: Ernest Helling (717-787-5500)

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- Lowry, Robin
- Loy, Mary
- Lucas, Elizabeth
- Lutfy, Pamela
- Lutz, Joan
- Mackerchar, Pearl
- Magala, Ted
- Maguffee, William
- Maidman, Carol
- Makhoul, Sharon
- Malloy, Marianne
- Maloney, Cathryn
- Mann, Kerri
- Mapes, Susan
- Marcikonis, Mary
- Martin, Patrice
- Martindell, Sandra
- Mason, Lorrene
- Mason, Louise
- Massey (Carter), Jill
- Matkowski, Margot
- Matovich, Matt
- Matrunick, David
- Mayo, William
- McBride, Sarah
- McCarthy, Robin
- McClintic, Douglas
- McCracken, Faith
- McCrone, Ann Marie
- McCuen, Sara
- McCullough, Dennis
- McDonald, Karen
- McGarry, Colleen
- McGill, Danielle
- McGinniss, John
- McGowman, Janet
- McGlynn, Suzanne
- McGrogan, Deborah
- McKee, Margaret
- McKeen, Nancy
- McKenna, Christine
- McKeown, Theresa
- McLaughlin, Erin
- McLaughlin, Harold
- McNeil, John
- Meckes, Linda
- Medetsky, Tova
- Meihl, Joseph
- Meisner (Maslar), Angela
- Merhaut, Joseph
- Meshanko, Sherrill
- Metz, Cynthia
- Meza, Hector
- Mickelberg, Judith
- Miller, Ava
- Miller, Darryl
- Miller, Pamela
- Miller, Stephen
- Miller, Steven
- Minear, William
- Mingin, Wesley
- Mitchell, Jeanette
- Moman, Sherry
- Mondock, Marci
- Monek, Gloria
- Monroe, Patrick
- Montgomery, Lois
- Moore, Jill
- Moore III, Lawrence
- Morris, Mary Beth
- Morrow, Lindsay
- Moses (Ryan), Diane
- Murphy, Steffanee
- Muir, Marjorie
- Muldoon, Ann Marie
- Muller, Betty

- Murphy, John
- Murphy, Lori
- Murray, Heather
- Muscatello, Janet
- Myer, Barbara
- Natale (Weston), Pamela
- Neilsen, Drew
- Nelson, Jr., Marion
- Newby, Jane
- Newcombe, Ellen
- Newhart, Geraldine
- Newman, Dolores
- Nghiem, Chau
- Nicolaus, Leeann
- Niehoff, Jason
- Nieves, Sonia
- Noble, Maryellen
- Nowak, Christina
- Nyikos, Katalin
- Obert, Sherry
- O'Boyle, Minetta
- O'Brien, Beverly
- O'Connor, Martin
- Oliver (Graves), Helen
- O'Neill, Lauren
- O'Neill, Michael
- O'Neill, Teresa
- Orehotsky, David
- Orndorf, Nathan
- Osburn (Yost), Cory
- Ostrosky, Ronald
- Ott-Surcher
- Outlaw, Veronica
- Owens, Douglas
- Palmer, Caden
- Pannell, Stephen
- Papale, Marian
- Papurello, Ricky
- Parker, Donna
- Parker, Susan
- Parry, Alison
- Pashchuk, Natasha
- Pasko, Michael
- Patterson, Christine
- Payne, Sally
- Pehowic (Crumb), Heather
- Pelleschi, Dugene
- Pensiero, Tra
- Perry, Linda
- Peterson, Andrea
- Petrosky, Cathy
- Pfeiffenberger, Eleanor
- Phillips, Melissa
- Phillips (Kalmbach), Rebecca
- Piccirilli, Brandi
- Pilla, Filomena
- Pitorak, Susan
- Platt, Michael
- Pollet, Susan
- Poltersdorf, Nicki
- Polonoli, Deborah
- Pomaibo, Carmon
- Pomella, Stephen
- Pontzer, Cristina
- Pownall, Mary
- Price, P. Robin
- Prego, Donna
- Prigg, Brenda
- Probst, Joan
- Pugh, Jennifer
- Quann, Monica
- Quann, Thomas
- Quinn, Antoinetta
- Quinn, William
- Quinin, Donna
- Rademacher, Kathleen
- Ramage, Charlene
- Rannels, Carol
- Recine, Katie
- Reid, Shirley
- Reinsel, Jennifer
- Reitz, Rebecca
- Rengers, Mary
- Renninger, Amie
- Rhome, Lisa
- Richter, Jeannie
- Richwine, Constance
- Rickerman, Jonathan
- Ridinger, Rebecca
- Rimmler, Erin
- Ritter, Kurt
- Rivera, Rosary
- Robinette, William
- Robinson, Carletta
- Robinson, Maureen
- Rodgers, Courtney
- Rodgers, Tami
- Roesch, Heather
- Rogers, Brenda
- Rooney, Todd
- Rosado, Rosa
- Rose, Gertrude
- Rosen, Ronald
- Rosenberg, Jennifer
- Rossi, Jacob
- Rothrauff, Justin
- Rowe, Donna
- Ruba, Rachel
- Rubeis, Eileen
- Ruffini, Michael
- Ryan, Alice
- Ryan, Patricia
- Sabol, Angela
- Sack, Elaine Mazzei
- Sadoff, Maxine
- Salties, Susan
- Salvia, Elise
- Sanios, Joyan
- Santiago, Deborah
- Satira, Cara
- Savakinas, David
- Savitsky, Elizabeth
- Sawyer, Averyel
- Scalleat, Janine
- Scebelo, Alycia
- Scherer, Janice
- Schlegel, Jennifer
- Schmidt, Elaine
- Schreiber, Lora
- Schultz, Sandra
- Schwab (Caponi), Patricia
- Schwoebel, James
- Scott, Deborah
- Scott, Lakisha
- Scrimall, Marianne
- Scrivo, Coleen
- Seiverd, Karen
- Seneca, Denise
- Senia, Grace
- Sharlock, Lois

- Sheely, Beverly
- Shepski, Lorie
- Shields, Molly
- Shore, Matthew
- Shuey, Seth
- Shultz, Lois
- Sier, Ruth
- Silva, Steven
- Simon, Bruce
- Simpson, Stuart
- Sink, Jean
- Sinkuc, Valerie
- Six, Linda
- Slautterback, Bethany
- Slavkin, Jacqueline
- Slekar, Lori
- Slick, Cristy
- Slick, Deborah
- Smiles, Michelle
- Smiley, Judith
- Smith, Gwendolyn
- Smith, Jeffrey
- Smith, William
- Snyder, Andrea
- Snyder, Mark
- Snyder, Robin
- Solomon, Susan
- Sonson, Craig
- Sorrentino, Patricia
- Spadaccini, Adalis
- Spence, Stacy
- Stackiewicz, Stephen
- Stallone, Steven
- Stanhope, Rebecca
- Stapinski, Stanley
- Steck, Mary
- Steltz, Marion
- Stephens, Darren
- Stephens, Matthew
- Stewart, Susan
- Stock, Christine
- Stockbower, Anne Marie
- Stockwell, Ronald
- Stoffere, Maureen
- Stone, Michael
- Stoner, Robert
- Storch, Eric
- Strickler, Erin
- Strouse, Kristen
- Tabron, Elizabeth
- Tambellini, Marcia
- Taylor, Cheryl
- Tepe, Connie
- Ternowchek, Jeanne
- Terwillinger, Darlene
- Terrace, Robert
- Territo, Patricia
- Terrizzi-Meyers, Jacqueline
- Tesla-Berry, Sandra
- Thomas-Shah, Zenobia
- Timbario, Phyllis
- Torchia Thomas
- Toto, Mary
- Tracey, John
- Trate, Ann
- Trause, Richard
- Travis, Theresa
- Trelli, Joseph
- Trusky, Eileen
- Tsikoudis-Perez, Euthalia
- Turner, Mary
- Tyson, Denise
- Ulivitch, Melanie
- Urbano, Janet
- Valentovich, Joseph
- Valeriano (White), Nicole
- VanBuskirk, Cheryl
- Vanguard, Nelson
- Vaverchak, Frances
- Velasquez, Joyce
- Vergith, Kathy
- Vesolich, Anastacia
- Viray, Vita May
- Vogel, Michelle
- Volpe (Fittipaldo), Elaine
- Voss, Charlene
- Wagner, Danielle
- Wagner, Kimberly
- Walker, Merry
- Walker, Richard
- Walls, Edward
- Walsh, Tracye
- Walters, Rikk
- Walzak, Gloria
- Wanner, Donna
- Warren, Mary Ann
- Ward, Raymond
- Waruszewski, Mary
- Watkoski, Rhonda
- Watson, Elizabeth
- Weber, Matthew
- Weidler, Daniel
- Weiner, Daniel
- Weiser, Kate
- Weiss, Leslee
- Welch, Edward
- Wengert (Bernecker), Denise
- Wentzel III, Harvey
- Whitby, Cecelia
- White, Deborah
- White, Francine
- Wiener, Heather
- Wilbourne, Earl
- Wilhide, Ty
- Wilkins, Kristen
- Williams, David
- Williams, Demetria
- Williams, Evelyn
- Williams, Jason
- Williams, Marianne
- Williamson, Deborah
- Winkler, Paul
- Wise, Damaris
- Wise, Elizabeth
- Witherup, Thomas
- Wolf, Patricia
- Workman, Regina
- Worley, Eric
- Wright, Wilbert
- Wynkoop, Elizabeth
- Wynne, Kimberly
- Young, Deborah
- Young, Timothy
- Youssef, Neveen
- Yudt, Diane
- Yuknalis, John
- Zander, Kathy
- Zdarko, Jennifer



- Zdilla, Lawrence
  - Ziga, Gertrude
  - Zola, Michelle
- Contact: Robert Datorre (717) 787-5500

#### M. Miscellaneous Decisions

- *Farrell Area School District v. Commonwealth of Pennsylvania, Department of Education, Office of School Services*

Contact: Office of Chief Counsel (717-787-5500)

- *Shane B. Peck v. Edward L. Rech, Office of Postsecondary/Higher Education, Division of Private Licensed Schools*
- Contact: Patricia Landis (717-783-8228)

- *Greater Latrobe School District v. Bureau of Elementary and Secondary Education*
  - *Pottsgrove Taxpayers Alliance v. Department of Education*
  - *Hazleton Area School District v. Department of Education*
  - *Sleighton School v. Department of Education*
  - *Lehigh Carbon Community College v. Office of Postsecondary Education, FY 00-01, 01-02*
- Contact: Ernest Helling (717-787-5500)

- *Preeminence, Inc. v. Department of Education*
  - *Pennsylvania Department of Education v. The Right Prep, LLC*
- Contact: Robert Tomaine (717) 787-5500

- *Schuylkill Intermediate Unit v. Bureau of Special Education*
- Contact: Rosemary Mullaly (717) 787-5500

- *West Mifflin School District v. Department of Education*
  - *Pocono Mountain School District v. Department of Education, Division of Subsidy Data and Administration*
- Contact: Karen Feuchtenberger (717) 787-5500

- *Potomac College, Application for Certificate of Authority*
- Contact: Paula Fleck (717-772-3623)

- *Montgomery County Community College v. Department of Education*
- *Wyoming Valley West School District v. Department of Education, Bureau of Curriculum and Academic Services, Division of Federal Programs*
- *In Re: Commonwealth Connections Academy Charter School Cyber Charter School Application—2002*
- *In Re: Pennsylvania Leadership Charter School Cyber Charter School Application—2002*
- *In Re: Pennsylvania Distance & Electronic Learning Academy Charter School Cyber Charter School Application—2002*
- *In Re: Achievement House Charter School Cyber Charter School Application—(2002)*
- *In Re: Millennium Cyber Charter School Cyber Charter School Application—(2002)*
- *In Re: Commonwealth Connections Academy Charter School Revised Application—(2003)*
- *In Re: Pennsylvania Leadership Charter School Revised Application (2003)*
- *In Re: Achievement House Charter School Cyber Charter School Resubmission Application (2004)*
- *In Re: Achievement House Charter School Cyber Charter School Second Resubmission Application (2004)*
- *In Re: Commonwealth Connections Academy Charter School Cyber Charter School Second Resubmission Application (2003)*
- *In Re: Pennsylvania Distance Learning Charter School Cyber Charter School Resubmission Application (2003)*

- *In Re: Pennsylvania Distance Learning Charter School Cyber Charter School Second Resubmission Application (2004)*
- *In Re: Pennsylvania Leadership Charter School Cyber Charter School Second Resubmission Application (2003)*
- *In Re: Pennsylvania Leadership Charter School Cyber Charter School Third Resubmission Application (2003)*
- *In Re: Anchorage Cyber Charter School Cyber Charter School Application (2004)*
- *In Re: Pennsylvania Hinterland Mobile Cyber Charter School Cyber Charter School Application (2003)*
- *In Re: SusQ Cyber Charter School Cyber Charter School Renewal Application (2003)*

Contact: Karen Feuchtenberger (717-787-5500)

- Jeanette School District
  - Kennett Consolidated School District
  - Reading School District
- Contact: Samantha Snyder (717-787-5500)

- *North Hills School District v. Department of Education*
- Contact: Mark Zaccarelli (717-787-5500)

- *Palisades School District v. The Lehigh Valley Charter High School*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Schuylkill Intermediate Unit 29 v. Bureau of Special Education*
- Contact: Rosemary Mullaly (717-787-5500)

- *Anchorage Cyber Charter School Application (2006)*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Ambridge Area School District v. Division of School Services*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Newport Area School District v. Department of Education, Office of School Services*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Penn Hills School District v. Department of Education (180 Day Appeal)*
- Contact: Mark Zaccarelli (717-787-5500)

- *Penn Hills School District v. Department of Education (AYP Appeal)*
- Contact: Samantha Snyder (717-787-5500)

- *Slippery Rock Area School District v. Pennsylvania Cyber Charter School*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Springfield Township School District v. Department of Education (180 Day Appeal)*
- Contact: Mark Zaccarelli (717-787-5500)

- *Williams Valley School District v. Department of Education, Office of School Services*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Boyertown School District v. Department of Education (180 Day Appeal)*
- Contact: Karen Feuchtenberger (717-787-5500)

- *Bucks County Technical High School v. Bureau of Career and Technical Education*
- Contact: Mark Zaccarelli (717-787-5500)

- *Bureau of School Leadership and Teacher Qualify v. Virginia Casey (Certification Appeal)*
- Contact: Mark Zaccarelli (717-787-5500)

- *Colonial Intermediate Unit v. Department of Education (Certification Audit Appeal)*
- Contact: Mark Zaccarelli (717-787-5500)

- *Knauss, Keith v. Department of Education, Division of School Facilities (School Construction Appeal)*
- Contact: Robert Tomaine (717-787-5500)

- *Lenape Area Vocational-Technical School v. Department of Education* (2006 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Muhlenberg School District v. Department of Education* (Mandate Waiver Appeal)  
Contact: Robert Tomaine (717-787-5500)
- *Northampton Area School District v. Department of Education* (180 Day Appeal)  
Contact: Karen Feuchtenberger (717-787-5500)
- *Penn-Delco School District v. Pennsylvania Department of Public Welfare* (DPW/PDE Interagency Dispute Appeal)  
Contact: John Tommasini (717-787-6134)
- *Philadelphia School District v. Department of Education* (2006 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Quaker Valley School District v. PA Distance Learning Charter School*  
Contact: Karen Feuchtenberger (717-787-5500)
- *Reading School District v. Department of Education* (2005 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Reading School District v. Department of Education* (2004 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Reed, Jennifer v. Bureau of Career and Technical Education*  
Contact: Samantha Snyder (717-787-5500)
- *Stay on Top Tutoring, Inc. v. Division of Federal Programs*  
Contact: Samantha Snyder (717-787-5500)
- *Upper Moreland School District v. Montgomery County Office of Mental Health/Mental Retardation* (DPW/PDE Interagency Dispute Appeal)  
Contact: John Tommasini (717-787-6134)
- *Abington School District v. Department of Education* (2006 Adequate Average Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Agora Cyber Charter School v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Chartiers Valley School District v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Harrisburg School District Science and Technology High School v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Imhotep Institute Charter High School v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *North Allegheny School District v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Northside Urban Pathways Charter School v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Octotara Area School District v. Department of Education* (Single Audit Appeal)  
Contact: Patricia Fullerton (717-787-5500)
- *Philadelphia School District v. Department of Education* (2007 Adequate Yearly Progress Appeal)  
Contact: Samantha Snyder (717-787-5500)
- *Propel Schools v. McKeesport Area School District* (Charter Residency Appeal)  
Contact: Karen Feuchtenberger (717-787-5500)
- *Budget Reform for Student Learning v. Department of Education*  
Contact: Robert Tomaine (717-787-5500)
- *Bureau of School Leadership and Teacher Quality v. Virginia Casey*
- *Bureau of School Leadership and Teacher Quality v. Joseph DeLuca*
- *Bureau of School Leadership and Teacher Quality v. Laura Zlotowski*
- *Bureau of School Leadership and Teacher Quality v. Sarah Sleeper*
- *Bureau of School Leadership and Teacher Quality v. Karla Brown*
- *Bureau of School Leadership and Teacher Quality v. Erik Allsopp*
- *Bureau of School Leadership and Teacher Quality v. Charles Crissman*  
Contact: Mark Zaccarelli (717-787-5500)
- *Center for Student Learning Charter School at Pennsbury v. Department of Education*  
Contact: Samantha Snyder (717-787-5500)
- *In Re: Stephen L. Pellathy*  
Contact: Robert Tomaine (717-787-5500)
- *Independent School District Action-Porter Twp. Initiative v. East Stroudsburg and Wallenpaupack Area School Districts*  
Contact: M. Patricia Fullerton (717-787-5500)
- *Walter Palmer Leadership Charter School v. Philadelphia School District*  
Contact: Robert Datorre (717-787-5500)
- *Abington School District v. Department of Education*  
Contact: Alaina Koltash (717-787-5500)
- *Delaware Valley High School, Revocation of Alternative Education for Disruptive Youth*  
Contact: Robert Tomaine (717-787-5500)
- *Bucks County Technical High School v. Morrisville Borough School District*  
Contact: Samantha Snyder (717-787-5500)
- *Philadelphia School District v. Freire Charter School*  
Contact: Alaina Koltash (717-787-5500)
- *Ridley School District v. Bureau of Career and Technical Education*  
Contact: Samantha Snyder (717-787-5500)
- *Manheim Central School District v. Department of Education* (2011 Adequate Yearly Progress Appeal)
- *Jeannette City School District v. Department of Education* (2010 Adequate Yearly Progress Appeal)
- *Wissahickon School District v. Department of Education* (2019 Adequate Yearly Progress Appeal999)  
Contact: Samantha Snyder (717-787-5500)
- *Bureau of School Leadership and Teacher Quality v. David Cornelsen*
- *Bureau of School Leadership and Teacher Quality v. Erica Stout*
- *Bureau of School Leadership and Teacher Quality v. Jeffrey Liu*

- *Bureau of School Leadership and Teacher Quality v. Sakeenah El-Amin*  
Contact: Mark Zaccarelli (717-787-5500)

- *Bureau of School Leadership & Teacher Quality v. Chrystal Clodomir*
- *Bureau of School Leadership & Teacher Quality v. Kari Dalane*
- *Bureau of School Leadership & Teacher Quality v. Paul McDowell*
- *Bureau of School Leadership & Teacher Quality v. Laura Spreng*  
Contact: Robert Datorre (717-787-5500)

- *Commonwealth of PA, Division of Federal Programs v. The Right Prep*  
Contact: Patrick Lord (717-787-5500)

#### **N. Bureau of Curriculum, Assessment and Instruction**

- No Child Left Behind Act—Supplemental Education Services—Approved Provider List (on PDE Website)  
Contact: Karl Streckewald (717-783-3381)

#### **O. Executive Offices—Charter/Cyber Charter Schools**

##### **1. 2015 Cyber Charter School Decision (Decision on 2015 application approved/denied for the 2016-2017 school year)**

- Advance Cyber Charter School Application (PDF)  
Contact: Steven P. Carney (717-787-9744)

##### **2. 2014 Cyber Charter School Decision (Decision on 2014 application approved/denied for the 2015-2016 school year)**

- Insight Cyber Charter School (PDF)
- Synergy Cyber Charter School
- William Bailey Cyber Charter School Application  
Contact: Steven P. Carney (717-787-9744)

##### **3. 2013 Cyber Charter School Decisions (Decisions on 2012 applications approved/denied for 2013-14 school year)**

- Akoben Cyber Charter School
- Insight PA Cyber Charter School
- MB Resiliency Cyber Charter School
- Mercury Online Cyber Charter School
- PA Career Path Cyber Charter School
- PHASE 4 American Cyber Charter School
- Urban Cyber Charter School
- V3 Cyber Charter School  
Contact: Elizabeth Anzalone (717-787-9744)

##### **4. 2012 Cyber Charter School Decisions (Decisions on 2012 applications approved/denied for 2013-14 school year)**

- Achieving Community Transformation Decision
  - Akoben Cyber Charter Decision
  - Education Plus Academy Cyber Charter School Decision
  - Esperanza Cyber Charter School Decision
  - Innovate-U Cyber Charter School Decision
  - Mercury Online Cyber Charter School Decision
  - Solomon World Civilization Cyber Charter School Decision

Contact: Elizabeth Anzalone (717-787-9744)

##### **5. 2012 Cyber Charter School Renewal Decisions**

- Achievement House Charter School  
Contact: Elizabeth Anzalone (717-787-9744)

##### **6. 2011 Cyber Charter School Renewal Decisions**

- Commonwealth Connections Academy Cyber Charter School
- Pennsylvania Virtual Cyber Charter School  
Contact: Elizabeth Anzalone (717-787-9744)

#### **IV. INTERNAL GUIDELINES**

##### **A. Bureau of Special Education**

- Compliance Monitoring System
- Complaint Investigation Instructions  
Contact: Maria Mardula (717-787-5770)

##### **B. Bureau of Curriculum, Assessment and Instruction**

- 21st Century Community Learning Centers Funding Application Guidelines  
Contact: Carmen Medina (717-783-6466)
- Education for Homeless Children and Youth Request for Application Guidelines  
Contact: Storm Camara (717-772-2066)

- Certificate of Eligibility of Migrant Education Children to Enroll in Program
- State Parent Involvement Committee Members for Migrant Education Program
- Travel Expense Policy for Reimbursement to Parents of Migrant Education Children Participating in State Parent Involvement Committee Meeting
- Equal Educational Opportunities to Pennsylvania Children Regardless of their Legal Status  
Contact: Carmen Medina (717-783-6466)

##### **C. Office for Safe Schools**

- Safe Schools Grant Application Guidelines  
Contact: Mike Kozup (717-772-6612)

##### **D. Bureau of School Leadership and Teacher Quality**

- Interstate Agreement on Qualification of Educational Personnel—Policy for Certification of Educational Professionals Across State Jurisdictions
- Policy Regarding Acceptance on Educational Testing Service Facsimile Score Reports
- Program Approval for Teacher Certification Programs: Chairperson's Handbook
- Program Approval for Teacher Certification Programs: Team Member's Handbook
- General Standards Interpretation and Guidelines: Review Team Worksheets  
Contact: Christina Baumer (717-783-6720)

- Eligible Partnerships Application Guidelines  
Contact: Christina Baumer (717-783-6720)

- Accepting State Certificates for 3 out of 7 Experience (December 29, 2008)
- Code of Conduct Block Not Checked (March 25, 2009)
- Date of Certificate Policy—Processing Procedures (April 16, 2008)
- Resubmittal of Declaration of Intent Forms (March 24, 2008)
- Certification Documentation for Non-U.S. Citizens (October 24, 2008)
- Notarization of Non-Citizen Documentation (November 25, 2008)
- Testing Memo (November 25, 2008)  
Contact: Nancy Cheris or Phil Ferrari (717-728-3224)

**E. Bureau of Postsecondary and Adult Education**

- *Primary Program Monitoring Tool*  
Contact: Amanda Harrison (717-772-3739)

**F. Bureau of Career and Technical Education**

- Self-Study Monitoring Booklet of the Nurse Aide Training and Competency Evaluation Program
- Teaching the Educator Workshop for Nurse Aide Training and Competency Evaluation Program  
Contact: Sheri Weidman (717-772-4868)

- Federal and State Final Performance Reports  
Contact: John Bonchalk (717-772-4853)

- *Program Administration Manual: Policy and Procedures for Perkins Subgrants and Related State Grants*  
Contact: Monique Williams (717-783-6981)

- Establishing & Operating Effective Local Advisory Committees
- Establishing & Operating Effective Occupational Advisory Committees  
Contact: Delmar Hart (717-346-9735)

- Guidelines for Technical Institutes
- Perkins Statewide Articulation Agreement
- Student Documentation Coversheet for Programs of Study Articulation Agreements  
Contact: David Garnes (717-783-6859)

**V. OTHER****A. State Board of Education**

- Resolution regarding standards for consideration of future alternative certification program requests  
Contact: Karen Molchanow (717-787-3787)

**B. Bureau of State Library**

- *Disaster Response and Recovery Manual*  
Contact: William Fee (717-783-7014)
- State Library of Pennsylvania Collection Development Policy  
Contact: Alice Lubrecht (717-783-5968)

**C. Bureau of Curriculum, Assessment and Instruction**

- 2000 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2001 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2002 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2003 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2004 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2005 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2006 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2007 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2008 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- 2009 Mandate Waiver Applications Received and Action Taken (on PDE Website)
- Cyber Charter School Application Decisions (On PDE Website)

Contact: Karen Feuchtenberger (717-787-5500)

**D. Bureau of School Leadership and Teacher Quality**

- Certification Testing Booklets  
Contact: Nancy Chervis or Phil Ferrari (717-728-3224)

**E. Office of Postsecondary and Higher Education**

- Professional Standards and Practices Commission—Pa. Code Title 22—Chapter 233 Bylaws—Statement of Policy, Annual Report, Professional Educator Discipline Act 24 P.S. §§ 2070.1—2070.18  
Contact: Shane Crosby (717-787-6576)

- Postsecondary and Higher Education Operating Institutions of Higher Education in Pennsylvania Legally Authorized to Grant Degrees  
Contact: Patricia Landis (717-772-3623)

**F. Bureau of Curriculum, Assessment and Instruction**

- Pennsylvania Literacy Framework  
Contact: Cindy Rhodes (717-783-9167)

**G. Bureau of Budget and Fiscal Management**

- Standard Contract for Food Service Management Services  
Contact: Carol Levan (717-787-7698) or (1-800-331-0129)

- Basic Education Circular 24 P.S. Section 7-707, Sale or Lease of Unused and Unnecessary Lands and Buildings
- Basic Education Circular 24 P.S. Section 7-733, School Construction Reimbursement Criteria
- Basic Education Circular 24 P.S. Section 7-775, Department Approval of School Buildings, Equipment and Premises Leased for Educational Purposes by School Districts Except School Districts of the First Class
- Basic Education Circular 24 P.S. Section 25-2574, Reimbursement for School Construction Bond Issues
- Basic Education Circular 22 PA Code Section 349.28, Subsidy Payments on Closed School Buildings  
Contact: Jim Vogel (717-787-5993)

**H. Bureau of Curriculum, Assessment and Instruction**

- Western Michigan University Five-Year Charter School Evaluation (on PDE Website)  
Contact: Elizabeth Anzalone (717-787-9744)

**I. State Board of Education**

- Professional Advisory Newsletter, Spring 2011  
Contact: Shane Crosby (717-787-6576)

**J. Charter Schools Transportation Appeals**

- *Norristown Area School District v. Renaissance Academy Charter School*, BBFM 13-2012-02
- *Penn Hills School District v. Manchester Academy Charter School*, BBFM 13-2013-01  
Contact: Robert Dattore (717-787-5500)

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**ENVIRONMENTAL HEARING BOARD (EHB)**


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Adjudications, Opinions and Orders of the Environmental Hearing Board are published annually and are available on the Board's website at: <http://ehb.courtapps.com>.

Also available on the Board's website are the following Guidance Materials:

- Filing Instructions and Notice of Appeal Form
  - Electronic Filing Instructions and Guidance
  - Practice and Procedure Manual
  - Internal Operating Procedures
- Contact(s): John Dixon, Esq., Assistant Counsel, (717) 787-7115, [johndixon@pa.gov](mailto:johndixon@pa.gov)  
Maryanne Wesdock, Esq., Senior Assistant Counsel, (412) 565-5245, [mwesdock@pa.gov](mailto:mwesdock@pa.gov)

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**Department of ENVIRONMENTAL PROTECTION  
(DEP)**


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**Policy and Technical Guidance Report  
August 2016**

The following is a current list of the Department of Environmental Protection's (Department) draft and final technical guidance documents. These documents are available to view and download on the Department's online eLibrary at <http://www.elibrary.dep.state.pa.us/dsweb/HomePage>. Persons who have questions or comments about a particular document should contact Abbey Cadden, at (717) 783-8727 or by e-mail to [ra-epthepolicy@pa.gov](mailto:ra-epthepolicy@pa.gov). The Department will continue to revise its technical guidance documents as necessary.

Title	Identification Number		
<i>Policy Office</i>			
Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in GRANTS Review	012-0200-002		Formats for Required Electronic Deliverable CAD Attachments 013-0830-006
Policy for Applications for Technical or Financial Assistance Proposals	012-0200-004		Formats for Required Electronic Deliverable GIS Attachments 013-0830-007
Public Access to Information and Right to Know Law Policy	012-0200-005		Geospatial Digital Data Submission Guideline 013-0830-008
DEP Mediation Confidentiality	012-0501-001		<i>Office of Program Integration</i>
Environmental Justice Public Participation Policy	012-0501-002		Policy for PA Natural Diversity Inventory (PNDI) Coordination During Permit Review and Evaluation 021-0200-001
Policies and Procedures for Implementing the History Code	012-0700-001		Policy for Permit Coordination 021-2000-301
Guidance for Implementation of the Agricultural Land Preservation Policy	012-0700-002		Policy for Implementing the DEP Permit Review Process and Permit Decision Guarantee 021-2100-001
Confidential Security Information	012-0800-001		<i>Office of Administration</i>
Policy for Development, Approval and Distribution of Regulations	012-0820-001		DEP Policy on Professional Work Assignments Conducted by Licensed Professional Engineers, Geologists 150-0200-001
Policy to Encourage Voluntary Compliance by Means of Environmental Audits	012-0840-001		<i>Laboratories</i>
Policy for Development and Publication of Technical Guidance	012-0900-001		Operator Certification Program Guidelines 150-0200-002
Policy on Public Participation in the Permit Review Process	012-0900-003		Critical Elements for Certification of Laboratories for Chemistry 150-2302-001
Public Participation in the Development of Regulations and Technical Guidance	012-1920-001		Critical Elements for Certification of Laboratories for Microbiology 150-2302-002
Advisory Committee Guidelines	012-1920-002		Critical Elements for Certification of Laboratories for Radionuclides 150-2302-003
Policy on Meeting the Requirements of the 1996 Amendments to Engineer, Land Surveyor and Geologist Registration Law	012-2000-001		Procedures for the Approval and Accreditation of Laboratories in PA, Utilizing the NELAC Standards 150-2302-004
Policy for the Consideration of Community Environmental Projects in Conjunction with Assessment of Civil Penalty	012-4180-001		Procedures for the Approval and Accreditation of Drinking Water Laboratories in the Commonwealth of Pennsylvania 150-2302-005
<i>Information Technology</i>			
DEP Locational Data Policy	013-0830-003		<i>Waste Management</i>
Loan of DEP Personal Computers to Local Procurement Units	013-0830-004		Guidance on Radioactivity Monitoring at Municipal and Residual Waste Processing/Disposal Facilities 250-3100-001
Suggested Formats for Required Electronic Deliverable Attachments	013-0830-005		Quality Assurance Program 250-3100-401
			Execution of Release Forms by Waste Management Field Inspectors 250-3120-320
			Purge Water from Groundwater Sampling 250-3130-763
			Citing Inspection Violations 250-4000-001
			Enforcement Actions 250-4000-002
			Violations Requiring a Long Term to Correct 250-4000-003
			Program Implementation Guidance 250-4000-004
			Notices of Violations (NOVs) 250-4110-001
			Calculation of Civil Penalties 250-4180-302
			Risk Assessment Guidelines for Facilities Burning Hazardous Waste 251-0300-402
			Exclusionary Siting Criteria—Hazardous Waste Treatment & Disposal 251-2000-704
			Revisions to Exclusionary Siting Criteria Document 251-2000-705

Time Frame for Application of Hazardous Waste Exclusionary Siting Criteria	251-2000-706	Best Practices for Environmental Protection in the Mushroom Farm Community	254-5401-001
Hazardous Sites Cleanup Act, Preapplication Meetings	251-2100-203	Guidelines for Yard Waste Composting Facilities	254-5403-100
Policy and Procedure for Municipal Waste Facilities Equivalency Approvals	251-2100-727	Guidelines for the Development and Implementation of PPG Plans for Generators/Burners of Waste Oil	254-5900-001
Review Procedure for Hazardous Waste Transfer Facilities for PBR Status	251-2149-713	Guidance for Commonwealth Funded Water Supply Response Actions	255-5800-001
Household Hazardous Waste Collection Program	251-2200-502	New Waste Streams Review	258-2000-764
Guidance for the Application of Section 269a.(46)—Transportation Standards, Phase II Hazardous Waste Siting Criteria	251-2200-503	Chemical Analysis	258-2000-767
Establishment of Household Hazardous Waste (HHW) Program	251-2200-515	Management of Fill	258-2182-773
Performing Hazardous Waste Facility Inspections	251-3120-001	<i>Environmental Cleanup and Brownfields</i>	
Reimbursement to Host County for Hazardous Review	251-5500-758	Policy for Coordinating Immediate Responses and Final Remediation of Releases of Regulated Substances	260-0500-001
Section 902 Recycling Grant Applications that must comply with Act 57	252-5500-100	Land Recycling Program Technical Guidance Manual	261-0300-101
Review of Residual and Hazardous Waste Source Reduction Strategies	252-6600-516	Guidelines for the Storage Tank Cleanup Program—Identifying, Tracking and Resolving Violations for Storage Tanks	262-4000-001
Assessing the Potential for Vapor Intrusion into Buildings from Groundwater and Soil	253-0300-101	Applicable or Relevant and Appropriate Requirements (ARARs) for Cleanup Response and Remedial Actions in Pennsylvania	262-4500-606
Clean Fill Policy and Procedures	254-2000-715	Outdoor Shooting Range Guidance	262-5400-001
Local Municipality Involvement Process	254-2100-100	Issuance of Grants for Technical Evaluations under Act 108	262-5500-001
Environmental Assessment Process, Phase I Review	254-2100-101	Stationary/Nonstationary Tanks	263-0900-006
Municipal Waste Facility Review—Traffic Analysis	254-2100-102	Exemption From Registration Fees for Volunteer Fire Cos/Volunteer EMS Orgs	263-0900-009
Process for Evaluating Daily Volume	254-2100-103	Storage Tank Modification and Maintenance Issues	263-0900-011
Areas Where Municipal Waste Landfills (MWLF) are Prohibited	254-2153-721	Storage Tank Cleaning Activities	263-0900-012
Leak Detection Tests for Installed Liners	254-2153-723	Applicability of 40 CFR, Subpart 280, Sub G to Previously Closed Tanks	263-0900-014
Issue of Emergency Municipal Waste Transfer	254-2158-745	Implementation of Act 16	263-0900-015
Guidelines for the Development of County Waste Management Plan Revisions	254-2212-504	Implementation of Act 34	263-0900-016
Act 90 Waste Transportation Safety Program Placarded Authorizations	254-2412-002	UST/AST System Variances	263-0900-021
Performing Municipal and Residual Waste Facility Inspection	254-3120-001	Verification of Emergency Containment Structures for Aboveground Storage Tanks	263-0900-022
BMP's for Storage, Processing, or Disposal of Land-Clearing, Grubbing, and Excavation Wastes	254-5400-001	Underground Storage Tank Class A and Class B Operator Training Courses	263-2300-001
The Food Processing Residual Management Manual	254-5400-100	Policy for Existing Field—Constructed Hazardous Substance Underground Storage Tanks at Facilities Regulated under the Safe Drinking Water Act	263-2320-001
		Evaluation of Underground Storage Tank Liners	263-3120-001
		Storage Tank Program Internal Policy on Inspections and On-Site Visits	263-3120-002

Guidelines for Conducting Underground Storage Tank Facility Operations Inspections	263-3120-003	Stage I Penalty Assessment Guidance	273-4130-006
Permeability of Secondary Containment & Emergency Containment	263-3300-002	Compliance Strategy for Mushroom Composting Operations	273-5401-001
Storage Tank Product Delivery Prohibition	263-4000-001	Continuous Source Monitoring Manual	274-0300-001
Penalty Assessment Matrix	263-4180-001	Continuous Emissions Monitoring Manual	274-0300-003
Storage Tank Program Compliance Assistance Strategy	263-4180-002	Applicability Determination for Continuous Source Monitoring Manual Revision No. 8 and PA EDR Record Type Formats and Reporting Instructions Version 2.00	274-0300-005
Closure Requirements for Aboveground Storage Tank Systems	263-4200-001	Policy for Stage II Vapor Recovery Testing Requirements	274-3100-001
Guidelines for the Evaluation of Underground Storage Tank Cathodic Protection Systems	263-4200-002	Interim Procedures Pertaining to Continuous Source Monitoring System Quarterly Data Reports	274-3100-002
Closure Requirements for Underground Storage Tank Systems	263-4500-601	Air Quality Operating Permit—Protocol	275-2101-001
<i>Air Quality</i>		AQ Operating Permit—Permitting Procedures	275-2101-002
Guidance Document for the Pennsylvania Clean Vehicles Program	270-0810-005	Air Quality Permit Exemptions	275-2101-003
Guidance for Performing Single Stationary Source Determinations for the Oil and Gas Industries	270-0810-006	AQ Operating Permit—Modification/Reactivation	275-2101-004
Policy on Clean Alternative Fuel Conversion Systems	270-0810-007	AQ Operating Permit—Delegation Conditions & Policy Performance Test Waivers	275-2101-005
Interstate Ozone Reduction/Chapter 145 Regulation Overview	271-5000-002	AQ Operating Permit—Requirements	275-2101-006
Compliance Assurance Policy for Cement Kilns with CEMS	273-4000-001	AQ Operating Permit—Best Available Technology & Other Permitting Criteria	275-2101-007
Compliance Assurance Policy for Hospital Waste Incinerators	273-4000-002	AQ Operating Permit—Hazardous Waste Incineration	275-2101-008
Compliance Assurance Policy for Municipal Waste Incinerators, including Revisions	273-4000-003	AQ Operating Permit—Waste Derives Liquid Fuel Policies	275-2101-009
Enforcement Policy for CEMS on Fluid Catalytic Crackling Units	273-4000-004	AQ Operating Permit—Air Toxics Policies	275-2101-010
Enforcement Policy—CEMS and Coal Sampling/Analysis Systems	273-4000-005	AQ Operating Permit—Public Notification	275-2101-011
Interim Compliance Strategy on RACT for NOx Sources with CEMS	273-4000-007	AQ Operating Permit—Prevention of Significant Deterioration	275-2101-014
Policy for Sampling/Determination of Compliance with Low RVP Gasoline Requirements in the Pittsburgh	273-4000-008	AQ Operating Permit—Volatile Organic Compounds	275-2101-015
Guidelines for Identifying, Tracking and Resolving Violations for Air Quality	273-4110-001	AQ Operating Permit—Continuous Source Monitors	275-2101-016
Guidance for Rounding, Determination of Significant Figures, Test Method Error Tolerances and Timeliness for Evaluation of Air Contaminant Emissions and Concentrations	273-4110-002	<i>Radiation Protection</i>	
DEP/EPA Asbestos Demolition/Renovation Civil Penalty Policy	273-4130-001	Compliance and Enforcement Policy	291-4100-001
Guidance for Application of Regional Civil Assessment Procedure	273-4130-003	Medical X-Ray Procedures Operator Training Guide	291-4200-001
Compliance Docket Procedure	273-4130-004	Conducting Radiological Performance Assessments For LLRW Disposal in PA	293-2400-001
Stage II Penalty Assessment Guidance	273-4130-005	Requirements for LLRW Minimization Plan	293-2400-003
		Radon Certification Policy	294-2309-001
		Radon Mitigation Standards	294-2309-002
		Schematic Radon Mitigation Installation for New Construction	294-2309-004

Radon Reduction Techniques for Existing Detached Houses	294-2309-005	Sewage Facilities Planning: Preparing Act 537 Update Revisions	362-0300-003
Application of Radon Reduction Techniques	294-2309-006	A Guide to Requirements and Procedures For Obtaining Permits Etc. for Industrial Wastewater Mgt. Systems	362-0300-004
Using Engineered Structures to Provide Enhanced Containment	294-2400-002	Handbook—NPDES Permit for Industrial Wasterwater Dischargers	362-0300-006
<i>Waterways Engineering and Wetlands</i>		NPDES Program Implementation—MOU Concerning WQM, NPDES Program Implementation, and Related Matters	362-0400-001
Interagency Agreement with the Susquehanna River Basin	310-0600-002	National Pollutant Discharge Elimination System Program Implementation	362-0600-001
Implementation Plan for Act 162 of 2014	310-2135-001	Agreement Between Oil/Gas Mgmt. and Water Quality on Pollution Discharge	362-0600-002
Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration	310-2135-002	Locational Data Policy for the Wastewater Management Program	362-0830-001
Riparian Buffer or Riparian Forest Buffer Offsetting	310-2135-003	Permitting Policy and Procedure Manual	362-2000-001
Pennsylvania Function Based Aquatic Resource Compensation Protocol	310-2137-001	Policy for Permitting Surface Water Diversions	362-2000-003
Pennsylvania Wetland Condition Level 2 Rapid Assessment Protocol	310-2137-002	Conducting Technical Reviews of Minor NPDES Renewal Applications	362-2000-008
Pennsylvania Riverine Condition Level 2 Rapid Assessment Protocol	310-2137-003	Manual for Land Application of Treated Sewage and Industrial Wastewaters	362-2000-009
Pennsylvania Lacustrine Condition Level 2 Rapid Assessment Protocol	310-2137-004	Technology-Based Control Requirements for Water Treatment Plant Wastes	362-2183-003
Land Acquisition Policies	310-2139-002	Technical Guidance for Development of NPDES Permit Requirements Steam Electric Industry	362-2183-004
Criteria and Fees for Dam Safety Limited Power Permits	310-2140-001	Guidelines for Agricultural Utilization of Sewage Sludge	362-2192-003
Annual Dam Inspection Report Policy	310-3120-001	Guidelines for Identifying, Tracking and Resolving Violations for the Land Application of Biosolids	362-2192-004
Transient Noncommunity Water Systems: New Source Sampling Requirements for Groundwater Sources	313-3130-108	Review and Coordination of Chapter 94 Reports and Act 537 Planning	362-2206-001
<i>Water Management</i>		Policy Establishing New Program Direction for Act 537 Comprehensive Planning	362-2206-007
Conservation District Fund Allocation Program	361-0100-001	Impact/Subsurface Disposal on Ground Water Nitrate-Nitrogen Levels	362-2207-004
Chesapeake Bay Nonpoint Source Pollution Abatement Program	361-0100-002	Administration of Fee Collection for Planning Module Reviews	362-2207-008
Water Quality Toxics Management Strategy (Now: 385-0100-001)	361-0100-003	Municipal Guidance—Reconstructive Planning	362-2208-002
Manure Management for Environmental Protection	361-0300-001	Technical Decision Making and the Use of Technology in Onlot Sewage System Repair Situations	362-2208-003
Field Application of Manure	361-0300-002	Act 537 Program Guidance; Local Agency, Municipality Evaluation and Compliance Activity	362-2208-003
Principles for Ground Water Pollution Prevention and Remediation	361-0800-001	Act 537 Program Guidance, Sewage Enforcement Officer Evaluation and Compliance Activity	362-4000-004
Administrative Manual for the Special Projects Funding Program of the Pennsylvania Chesapeake Bay Program	361-5500-001		
Chesapeake Bay Financial Assistance Funding Program Guidelines	361-5500-004		
Manual for Land Treatment of Wastewater	362-0200-009		
Domestic Wastewater Facilities Manual	362-0300-001		
Guidelines for Design, Installation and Operation of Small Flow Treatment Facilities	362-0300-002		



Act 537 Program Guidance— Identifying, Tracking, and Resolving of Sewage Facilities Act Violations	362-4000-005	Guidance on the Utilization of Disadvantaged Business Enterprise Firms (DBE)	381-5511-014
Guidelines for Identifying, Tracking and Resolving Violations for Water Quality	362-4000-006	Guidelines for the Uniform Environmental Review Process	381-5511-111
Guidance for Calculating Civil Penalty Assessment Amounts under the Sewage Facilities Act	362-4180-004	Handbook for PennVest Wastewater Projects	381-5511-113
Act 537 Program Guidance: Civil Penalty Assessment Processing	362-4180-005	Policy for Recognizing succession to Water Rights as a Result of Change of Ownership	382-2130-012
Civil Penalty Assessment Informal Hearing Procedure	362-4180-006	Ground Source Heat Pump Manual	383-0300-001
PA Sewage Facilities Act 537, Enforcement Reimbursement	362-5512-001	Working Guide to the Lead and Copper Rule	383-0300-107
Act 537 Sewage Facilities Planning Grants	362-5512-002	Health Effects and Risk Management Staff Handbook	383-0400-104
Recognition of Selected Cost Items Associated with “Inflow and Infiltration Studies”	362-5512-003	Safe Drinking Water Program Compliance Strategy	383-0400-110
Recognition of Cost Items Associated with Concurrent Act 537 and Combined Sewer Overflow LTCP Planning	362-5512-004	Pennsylvania’s Capability Enhancement Strategy	383-0400-114
Delegation of Authority for Chapters 105—106	363-0200-002	Principles for Ground Water Pollution Prevention and Remediation	383-0800-001
Pennsylvania Wetland Replacement Project	363-0200-003	Summary of Key Requirements for Phase 2 & Phase 5 Wellhead Protection Rule	383-0810-105
Design Criteria—Wetland Replacement/Monitoring	363-0300-001	Summary of Key Requirements for Surface Water Identification Protocol	383-0810-206
Delegation of Chapter 105 Functions to County Conservation Districts	363-0600-001	Summary of Key Requirements for Vended/Bulk Water Hauling	383-0810-303
Interagency agreement with Susquehanna River Basin Commission	363-0600-002	Quality Management Plan for the Bureau of Water Supply and Wastewater Management	383-0830-001
Agreement with the U.S. Army Corps of Engineers	363-0600-003	Comprehensive State Ground Water Protection Program (CSGWPP)	383-2000-030
Delegation of Chapter 105 Functions to Oil & Gas and Field Operations	363-2100-002	Guidance for Construction and Operation Permits Guidance	383-2000-108
Erosion and Sedimentation Pollution Control Manual	363-2134-008	Pilot Plant Filtration Studies for Filtration of Surface Sources	383-2000-208
Underground Utility Line Construction	363-2134-012	DEP Permit Guide to Public Water Systems	383-2100-108
Permit Guidelines for Phased Projects for NPDES Stormwater Discharges, w/Erosion and SPC & WRP Permits	363-2134-013	DEP Approval Guide for Noncommunity Water Systems	383-2100-208
Criteria and Fees for Waterways Management Limited Power Permits	363-2140-001	Proposals to Add or Remove Fluoridation Treatment by a Community Water System	383-2125-001
Chapter 105 General Permits	363-2141-001	Public Water Supply Manual, Part 2—Community Water System Design Standards	383-2125-108
Certification for Corps Nationwide Permits (Wetlands)	363-2316-001	Development of a Replacement Source for a Community Water System	383-2125-110
Guidelines for Determining Bonds	363-2505-001	Permitting of Vended Water Systems	383-2126-103
Experimental Onlot Wastewater Technology Verification Program	381-2208-001	Permitting of Retail Water Facilities	383-2126-203
Guidance for Reviewing Capital Grants for Construction	381-5500-001	Permitting of Bulk Water Hauling Systems	383-2127-103
DEP and Pennsylvania Infrastructure Investment Authority Agreement	381-5511-012	Public Water Supply Manual, Part IV—Noncommunity System Design Standards	383-2128-108

Guidance for Evaluating Alternate Recycle Return Locations Proposed Under the FBRR	383-2129-002	Laboratory Reporting Instructions for Disinfectant Residuals, Disinfection Byproducts and Precursors	383-3301-306
Consumer Confidence Report Handbook	383-2129-003	Pennsylvania Vulnerability Assessment Summary	383-3500-105
Policy for Responding to Loss of Positive Pressure Situations in the Distribution System	383-2129-004	Guidance for Surface Water Identification	383-3500-106
Policy for Issuing and Removing Water Supply Warnings	383-2129-005	Surface Water Identification Protocol—NCWS	383-3500-112
Screening Criteria on Water Quality/Quantity Impacts for Drinking Water Permits	383-2131-001	Guidelines for Identifying, Tracking and Resolving Violations for the Drinking Water Program	383-4000-002
Guidance for the Review & Approval of an Existing Well Water Source for Use at a Public Water System	383-2200-108	Source Water Assessment and Protection Program	383-5000-001
Groundwater Monitoring Guidance Manual	383-3000-001	PENNVEST Guidance	383-5500-113
Safe Drinking Water Program Field-Related Compliance	383-3000-101	Public Water Supply Manual, Part VI	383-5900-111
Program Guidance on the Total Coliform Rule Guidance	383-3000-102	Wastewater Treatment Requirements	385-0810-001
Corrosion Control Treatment—Basic Feasibility Study	383-3000-307	Designation Criteria for Regulated Small Municipal Separate Storm Sewer Systems (MS4)	385-0820-001
Public Water Supply Manual, Part 7	383-3100-111	Pennsylvania Combined Sewer Overflow Policy	385-2000-011
Public Water Supply Manual—Part 5, Sections 1 & 2	383-3110-111	Policy and Procedure for NPDES Permitting of Discharges of Total Dissolved Solids (TDS)—25 Pa. Code § 95.10	385-2100-002
Public Water Supply Manual, Part 5, App A	383-3110-211	Reuse of Treated Wastewater Guidance Manual	385-2188-002
Surveillance Strategy and Implementation Guidance	383-3120-101	Act 537 Program Guidance; Training Provider Manual for the Pennsylvania Onlot Sewage System Training Program	385-2314-001
Filter Plant Performance Evaluations and Response	383-3120-106	Act 537 Guidance; Sewage Enforcement Officer Certification and Training Program	385-2314-002
Giardia Sampling and Response	383-3130-106	Field Order Instruction Manual for the Clean Water Program	385-4000-002
Pennsylvania's Ground Water Quality Monitoring Network: Ambient and Fixed Station Network	383-3200-009	Commonwealth of Pennsylvania Coastal Zone Management Program and Final Environmental Impact Statement	386-3000-001
Quality Assurance Work Plans for Groundwater Monitoring Stations	383-3200-016	Application Review Instructions for NPDES CAFO Permits and Water Quality Management Permits for Manure Storage Facilities	390-2100-001
Laboratory Reporting Instructions for Total and Fecal Coliform Bacteria	383-3301-102	Water Quality Antidegradation Implementation Guidance	391-0300-002
Guide to Laboratory Reporting Instructions for BVRBs	383-3301-103	Establishment of Alternate Thermal Effluent Limitations	391-2000-002
Laboratory Reporting Instructions for Chemical Contaminants	383-3301-105	Determining Water Quality Based Point Source Effluent Limits	391-2000-003
Turbidity and LT2 ESWTR Reporting Instructions for Public Water Systems Using Filtered Surface Water or GUDI Systems	383-3301-106	Implementation Guidance Design Conditions	391-2000-006
Laboratory Reporting Instructions, Lead and Copper Rule	383-3301-107	Technical Reference Guide—Wasteload Allocation Program for Dissolved Oxygen and Ammonia Nitrogen	391-2000-007
Laboratory Reporting Instructions/Radiological Contaminants/Drinking Water Distribution	383-3301-205	Implementation Guidance for the Sampling and Analysis of Osmotic Pressure	391-2000-008
Filter Rule Reporting Instructions for Public Water Supply Systems Using Unfiltered Surface Water	383-3301-206		

Implementation Guidance for Phosphorus Discharges to Lakes, Ponds, and Impoundments	391-2000-010	Locational Data Policy for the Water Allocation Program and the Water Use Data System	392-0830-001
TRG PENNTOXSD for Windows PA Single Discharge Wasteload Allocation Program for Toxics	391-2000-011	Trading of Nutrient and Sediment Reduction Credits—Policy and Guidelines	392-0900-001
Implementation Guidance of Section 93.7 Ammonia Criteria	391-2000-013	General Policy and Procedures for the Review of Water Allocation Permit Applications	392-2130-001
Implementation Guidance for Evaluating Wastewater Discharges to Drainage Ditches and Swales	391-2000-014	Subsidiary Water Allocation Permit Requirement	392-2130-002
Implementation Guidance for Total Residual Chlorine (TRC) Regulation	391-2000-015	Attorney General Opinion 361 re: 1939 Water Rights Act	392-2130-003
Implementation Guidance for Temperature Criteria	391-2000-017	Rescission of Water Rights	392-2130-004
Implementation Guidance for Section 95.9 Phosphorus Discharges to Free Flowing Streams	391-2000-018	Policy for Regulation of Interbasin Transfers	392-2130-005
Implementation Guidance for Application of Section 93.5(e)	391-2000-019	Metering of Withdrawals under Orders of Confirmation	392-2130-006
Protocol/Estimating First Order Pollutant Fate Coefficients/Volatile Organic Substances	391-2000-020	Constant Gallons per Capita per Day (GPCD)	392-2130-007
Field Data Collection & Evaluation Protocol/Determining Stream & Point Source Discharge Hardness	391-2000-021	Permit Life	392-2130-008
Ambient Water Quality in the Determination of Wasteload Allocations and NPDES Effluent Limitations	391-2000-022	Recognizing Succession to Water Rights as a Result of Changes of Ownership	392-2130-012
Design Stream Flows	391-2000-023	Guidelines for Identification of Critical Water Planning Areas	392-2130-014
Field Data Collection and Evaluation Protocol for Deriving Daily and Hourly Discharge Coefficients	391-2000-024	Guidelines for Development of Critical Area Resource Plans	392-2130-015
Drinking Water and Wastewater Systems Operator Certification Program Handbook	391-2300-001	New Source Sampling Requirements for Surface Water Sources	393-3130-108
Operator Certification Program Board Guidelines	391-2300-002	Community and Nontransient Noncommunity Water Systems: New Source Sampling for Groundwater Sources	393-3130-208
Training Provider Manual for the Pennsylvania Water and Wastewater System Operator Training Program	391-2300-003	Commonwealth of Pennsylvania Coastal Zone Management Program and Final Environmental Impact Statement	394-0300-001
Quality Assurance Work Plan: Cause/Effect Surveys	391-3200-003	PA's Continuous Planning Process (CPP) for Water Quality Management 1999 Update	394-0810-001
Aquatic Life Use Attainability Studies—Flow Water & Impoundment	391-3200-004	Municipal Reference Document—Department Guidance for the Bluff Recession and Setback Act	394-2000-001
Quality Assurance Work Plan: Toxics Surveys	391-3200-006	PA's Nonpoint Source Management Program	394-2000-002
Stream Enrichment Risk Analysis	391-3200-007	Aquifer Testing Guidance for Public Water Systems	394-2125-001
Quality Assurance Work Plan: Advanced Treatment Model—Calibration/Verification Surveys	391-3200-008	Riparian Forest Buffer Guidance	394-5600-001
Evaluation of Phosphorus to Lakes, Ponds & Impoundments	391-3200-013	<i>Field Operations</i>	
Stormwater Management Guidelines and Model Ordinances	392-0300-001	Policy for Model Permit Application Process	400-2000-300
Comprehensive Stormwater Management Policy	392-0300-002	Guidelines for the Development and Implementation of Environmental Emergency Response Plans	400-2200-001
		Emergency Operations Plan	400-5900-101
		Policy for Authorizing Emergency Response Expenditure	400-5900-102

Policy for Emergency Response Critiques	400-5900-103	Guidelines for Submitting Oil/Gas Bonds	550-2501-101
Policy for Authorities of DEP On-Scene Coordinators	400-5900-104	Civil Penalty Assessments in the Oil and Gas Program	550-4180-001
Policy for Emergency Response Contracting	400-5900-105	Addressing Spills and Releases from Oil & Gas Wells and Related Operations	550-5000-001
Policies for Authorities of DEP's Director of Emergency Response	400-5900-107	Civil Penalty Assessment Informal Hearing Procedure for the Office of Oil and Gas Management	800-4000-002
Policy for Contracting with Fire Companies or HAZMAT Teams	400-5900-108	Standards and Guidelines for Identifying, Tracking and Resolving Oil and Gas Violations	820-4000-001
Policy for Authorization of Emergency Transport/Storage of Hazardous Waste	400-5900-109	<i>Mining Programs</i>	
Policy for Field Order Authorization of Emergency Response Team	400-5900-110	Review of Surface Mine Permit Applications by the Pennsylvania Fish and Boat Commission	560-0700-302
Procedures for Emergency Contracting to Extinguish Mine Fire	400-5900-111	Review of Surface Mine Permit Applications by the Pennsylvania Game Commission	560-0700-303
Policy for Gasoline Fume Emergency Criteria	400-5900-112	Mine Drainage Treatment Trust Real Property Disposition Guidelines	560-5000-001
Chlorine Safety Procedures	400-5900-113	Small Operator Assistance Program (SOAP) and Remining Operator's Assistance Program (ROAP) Application Processing and Preassignment Field Conference	561-2305-201
Hazardous Material and Hazardous Atmosphere Safety Policy	400-5900-114	Small Operator Assistance Program (SOAP) & Remining Operator's Assistance Program (ROAP) Report Review	561-2305-203
Policy for Electrofishing Personnel and Equipment Safety	400-5900-116	Small Operator Assistance Program (SOAP) and Remining Operator's Assistance Program (ROAP) Applicant Liability and Reimbursement Procedure	561-2305-601
Standard Operating Procedures for the Acceptance, Collection, Transport etc. of Elemental Mercury	400-5900-117	Insurance Sales Guidance	561-5300-101
Acid Mine Drainage Set-Aside Program: Program Implementation Guidelines	546-5500-001	Damage Claim Processing	561-5300-201
<i>Oil and Gas Management</i>		Environmental Good Samaritan Projects	562-2000-001
Oil and Gas Operators Manual	550-0300-001	Changes to Licenses, Bonds and Permits	562-2000-703
PA's Plan for Addressing Problem Abandoned Wells and Orphaned Wells	550-0800-001	Mining Contract Operator Approval	562-2000-705
Administrative Policies and Procedures Manual	550-2000-001	Blasting Activity Permits and Permits by Rule	562-2100-001
Oil and Gas Wastewater Permitting Manual	550-2100-002	Alternative Peak Particle Velocity or Airblast Level	562-2100-002
Oil and Gas Well Drilling Permit Applications and Related Approvals	550-2100-003	Municipal Mining Licenses, Permits and Bonds	562-2100-704
Transfer of Oil and Gas Well Permit or Registration	550-2100-004	Aboveground Storage Tanks on Coal Mine Permit Areas	562-2112-101
Redrilling Incidental to Authorized Plugging of an Abandoned Well	550-2100-005	Prompt Closure of Abandoned Underground Mine Openings	562-2112-315
Coal Pillars	550-2100-006	Sealing Bituminous Underground Mine Openings	562-2112-316
Approval of Brine Roadspreading Plans	550-2100-007	Sealing Anthracite Underground Mine Openings	562-2112-317
Interim Policy for NPDES Permits for Stormwater Discharges Associated with Construction Activities at Oil and Gas Wells	550-2100-008		
Oil and Gas Locational Guidance	550-2100-009		
Interim Technical Guidance For Attachments to Electronic Submissions—Oil and Gas Program	550-2500-001		

Blasting Near Utility Lines on Mining and Construction Sites and Bituminous Coal Mining Within the Right-of-Way or Easement of Utility Lines	562-2112-503	Right of Entry	563-2000-208
Blasting Complaint Protocol	562-2112-504	Review Process for Approval of a Bituminous Coal Blast Plan	563-2000-223
Blaster's License Suspension and Revocation Procedure	562-2402-501	Use of Reclamation Fill at Active Noncoal Sites	563-2000-301
Insurance Requirements and Water Supply Replacement Assurance	562-2500-702	Beneficial Use of Sewage Sludge at Active Mine Sites	563-2000-602
Surety Reclamation of Bond Forfeiture Sites	562-2504-312	Roads Associated with Coal Mining Activities	563-2000-609
Coal and Industrial Mineral Mining Inspections	562-3000-102	Validating Abandoned Underground Mine Maps and Establishing Barrier Pillars	563-2000-610
Field Evaluation of Pit Size Variances	562-3000-105	Surface Water Protection— Underground Bituminous Coal Mining Operations	563-2000-655
Applicant Violator System (AVS) Inspections	562-3000-110	Coal Mine Activity Permit Renewals	563-2100-216
Applicant Violator System (AVS) Compliance	562-3000-802	Noncommercial Exemption from Requirements of the Noncoal Surface Mining Conservation and Reclamation Act	563-2111-101
Fixing Water Samples	562-3200-203	Building Construction Exemption from Requirements of the Noncoal Surface Mining Conservation and Reclamation Act	563-2111-102
Normal/Favorable Planting Season	562-3200-205	Stabilizing Pre-Act Highwalls, Noncoal Operations	563-2111-111
Citizens' Requests: Receiving, Tracking, Investigating, Appealing and Filing	562-3900-402	Highwall Stability In Long-Term, Multiple Bench Quarries	563-2111-112
Water Supply Replacement and Compliance	562-4000-101	Borrow Pits for Oil and Gas Well Development Activities	563-2111-115
Increased Operation and Maintenance Costs of Replacement Water Supplies on All Coal and Surface Noncoal Sites	562-4000-102	Beneficial Use of General Permit Materials at Active Coal Mines	563-2112-001
Compliance/Enforcement Procedures	562-4100-301	Aboveground Storage Tanks on Coal Mine Permit Areas	563-2112-101
Alternative Enforcement	562-4100-307	Developing National Pollutant Discharge Elimination System (NPDES) Permits for Mining Activities	563-2112-115
Explosives Program	562-4100-311	Boundary Changes to Mining Permits	563-2112-203
Bond Forfeiture	562-4170-308	Review Guide and Written Findings	563-2112-205
Noncoal Civil Penalty Assessments	562-4180-101	Beneficial Use of Coal Ash at Active Coal Mine Sites	563-2112-206
Noncoal Compliance/Enforcement Procedures	562-4180-102	Completeness Review for Acceptance of Coal Mining Activity Permit Applications	563-2112-211
Civil Penalty Assessments	562-4180-306	Evaluation and Approval of Land Use Changes for Surface Coal Mine Operations	563-2112-212
Reclamation in Lieu of Cash Payment for Civil Penalties	562-4180-309	Coal Surface Mining Activity Permit Pre-Application Review	563-2112-214
Bankrupt Surety Company Bond Replacement Requirements and Civil Penalty Calculations	562-4180-310	Review of Accepted Coal Mining Activity Permit Applications	563-2112-215
Civil Penalty Collections	562-4180-311	Alkaline Addition for Surface Coal Mines	563-2112-217
Surface Mine Accident Investigations	562-5900-001	Permit Transfers for Coal and Noncoal Operators	563-2112-218
Engineering Manual for Mining Operations	563-0300-101	Cumulative Hydrologic Impact Assessments (CHIAs)	563-2112-219
Government-Financed Construction Contracts	563-2000-001		
Incidental Coal Extraction for Government-Financed Construction Projects or Government-Financed Reclamation Projects	563-2000-003		
Coal Exploration	563-2000-102		
Homeowner Notification of Right to Pre-Blast Survey	563-2000-204		

Coal Surface Mining—Oil and Gas Well Barriers	563-2112-222
Guidelines for the Beneficial Use of Coal Ash at Coal Mines	563-2112-228
Evaluation and Approval of Innovative Mining and Reclamation Techniques	563-2112-603
Auger Mining	563-2112-604
Water Supply Replacement and Permitting	563-2112-605
Procedures for Establishing the Quantity of Water in Low-Yield Wells	563-2112-606
Marketing of Anthracite Coal Reject Materials	563-2112-607
Constructed Wetlands for Mine Drainage Treatment	563-2112-608
Determining Eligibility of Pre-Existing Pollutational Discharges under Subchapter F of 25 Pa. Code Chapter 87 and Subchapter G of 25 Pa. Code Chapter 88	563-2112-610
Permitting Pre-existing Pollutational Discharges under Subchapter F of 25 Pa. Code Chapter 87 and Subchapter G of 25 Pa. Code Chapter 88	563-2112-611
Underground Mining Near Oil and Gas Wells	563-2112-652
Permitting Ventilation Boreholes for Underground Coal Mines	563-2112-653
Technical Review, Mine Stability	563-2112-654
Liners—Impoundments, Stockpiles and Coal Refuse Storage Areas	563-2112-656
Underground Mining—Delineating Protection Zones for Public Water Supplies	563-2112-657
Imminent Hazards Associated with Subsidence from Active Mining	563-2112-658
Coal Refuse Disposal—Site Selection	563-2113-660
Noncoal Surface Mining Payment in Lieu of Bond	563-2500-401
Conventional Bonding for Land Reclamation	563-2504-001
Land Maintenance Financial Guarantees	563-2504-002
Procedures for Calculating Mine Subsidence Bonds	563-2504-101
Blanket Bond Program for Coal Surface Mine Sites	563-2504-201
Anthracite Mine Operator's Emergency Bond Loan (A.E.B.L.) Program	563-2504-405
Bonding, Direct Submittal of Bonds	563-2504-407
Phased Deposit of Collateral Coal and Noncoal Mining	563-2504-409
Processing Completion Reports	563-2504-411
Evaluating Postmining Discharges	563-2504-412
Bonding, Anthracite Underground Mines	563-2504-451

Qualifying, Processing and Tracking Financial Guarantees and Bond Credits	563-2504-501
Monitoring, Compliance and Bond Release for Subchapters F and G Permits	563-2504-612
<i>Mine Safety</i>	
Accident Reporting Requirements	580-0100-001
Section 316(h): Use of Electronic Atmospheric Detectors in lieu of Approved Flame Safety Lamps	580-2200-003
Procedures for Processing Requests to Adopt New Items or Methods	580-2200-004
Guidelines for Use of Internal Combustion Motors in Underground Mines other than Coal	580-2200-008
Use of Electronic/Oxygen Detectors in Lieu of Approved Flame Safety Lamps	580-2200-009
Underground Storage of Explosives	580-2200-010
Safety Requirements for Construction of Shafts for Underground Mines	580-2200-011
Section 247—Guidelines to Approve Ventilation Plans for Abandoned and Unused Mine Areas	580-2219-002
Section 253(b)—Guidelines for Approving Roof Bolts as Primary Support	580-2219-003
Alternate Method of Test Drilling	580-2219-004
Submission of Mine Maps when a Mine is Abandoned	580-2219-008
Bureau of Deep Mine Safety's Compliance and Enforcement Procedures	580-3000-002
Clarification of Pertinence of DEP Statutes Concerning Coal Processing Facilities	580-3000-005
Underground Mine Accident and Production/Man-hour Reporting	580-3300-001

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### Department of GENERAL SERVICES (DGS)

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#### I. POLICY STATEMENTS

##### A. Deputy Secretary for Property Management (Contact: Julien Gaudion, 717-783-5028)

- Use of the Public Areas of the Capitol Complex, 4 Pa. Code §§ 86.1—86.6

##### B. Deputy Secretary for Public Works (Contact: Elizabeth O'Reilly, 717-787-7095)

- Steel Products Procurement, 4 Pa. Code § 67a.1.

##### C. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: DeShawn Lewis, 717-783-3119)

- Small Diverse Business Opportunities within Construction Contracts, 4 Pa. Code §§ 68.102
- Small Business Self-Certification and Small Diverse Business Verification, 4 Pa. Code §§ 58.303—58.308

##### D. Bureau of Real Estate (Contact: Elizabeth Woods, 717-787-2834)

- Department of General Services Downtown Location Law Guidelines Statement of Policy (Revised)

**E. Bureau of Procurement (Contact: Jenny Doherty, 717-787-5862)**

- Guidelines for Administering and Enforcing the Public Works Employment Verification Act, 4 Pa. Code §§ 66.1—66.9

**II. GUIDANCE MANUALS****A. Bureau of Procurement (Contact: Jenny Doherty, 717-787-5862)**

- M215.3 Procurement Handbook

**B. Bureau of Publications (Contact: Marcie Carr, 717-787-9047)**

- M210.4 Forms Management (8/16/1983)
- M210.5 Standard (STD) Forms Management (9/15/1998)
- M210.6 Publications Management (8/01/1984)

**C. Bureau of Real Estate (Contact: Elizabeth Woods, 717-787-2834)**

- M260.1 Manual for Space Utilization (3/11/2004)

**D. Bureau of Vehicle Management (Contact: James Fiore, 717-787-3162)**

- M615.3 Commonwealth Fleet Procedures Manual (11/10/2011)

**III. INTERNAL GUIDELINES****A. Bureau of Human Resources-Shared Services-DGS & Dept. of State (Contact: Patrick Striggle, 717-783-1277)**

- Standards of Conduct and Behavior GSP 30-13\*
- Overtime/Compensatory Leave Policy GSP 30-18
- Policy Statement: Equal Employment Opportunity\*
- Policy Statement: Harassment Free Work Environment\*
- Policy Statement: Disability-Related Employment (\*Permanently posted on all bulletin boards)

**B. Bureau of Police and Safety (Contact: Joseph Jacob, 717-787-9013)**

- Capitol Police Duty Manual

**C. Bureau of Supplies and Surplus Operations (Contact: Ken Clemence, 717-787-5940)**

- Surplus Property Distribution Report Systems User's Manual (4/28/2004) and related forms and email registration
- Warehouse and Distribution Division Policies and Procedures Manual (8/15/2006) and related forms and metrics

**D. Commonwealth Agency Recycling Office (Contact: Matt Blascovich, 717-772-2300)**

- Recycling Policy Recycling Guide
- Agency Waste Paper Recycling
- Agency Toner Cartridge Recycling
- Agency Battery Recycling

**IV. MANAGEMENT DIRECTIVES and ADMINISTRATIVE CIRCULARS****A. Bureau of Facilities Management (Contact: Jason Snyder, 717-787-5341)**

- A.C. 14-13 Holiday Trees and Decorations in Commonwealth-Owned or Leased Buildings (09/24/14)
- M.D. 625.8 Contracting for Bargaining Unit Work (2/25/1994)
- M.D. 720.5 Energy Conservation and Electrical Devices in Commonwealth-Owned or Leased Buildings (7/25/2008)

**B. Bureau of Police and Safety (Contact: Joseph Jacob, 717-787-9013)**

- M.D. 205.38 Emergency Evacuation and Safe Assembly (01/31/14)
- M.D. 205.24 Display of Flags on Commonwealth Grounds and Buildings and Grounds (10/12/2011)
- M.D. 625.4 Enforcement of Fire and Panic Regulations (3/27/1991)
- M.D. 625.10 Card Reader and Emergency Response Access to Certain Capitol Complex Buildings and Other State Office Buildings (06/02/2014)
- M.D. 720.7 Bomb Threats and Suspicious Packages (7/29/2010)

**C. Bureau of Publications (Contact: Marcie Carr, 717-704-1029)**

- M.D. 220.9 Publication Services (11/25/13)
- M.D. 240.7 Submission of Changes to the Commonwealth Telephone Directory (8/18/2008)

**D. Bureau of Procurement (Contact: Jenny Doherty, 717-787-5862)**

- M.D. 215.8 Contractor Integrity Provisions for Commonwealth Contracts (01/14/2015)
- M.D. 215.9 Contractor Responsibility Program (10/25/2010)
- M.D. 215.12 Provisions Concerning the Americans with Disabilities Act (10/14/2011)
- M.D. 215.13 Contract Provision for Donation of Excess Prepared Food (10/12/2011)
- M.D. 310.31 Purchase Order Receiving, Invoice Processing and Invoice Reconciliation Process (5/11/2009)
- M.D. 310.33 Processing Electronic Invoices in SAP (8/21/2009)
- M.D. 620.1 Coal Sampling and Reporting (10/4/2005)

**E. Commonwealth Agency Recycling Office (Contact: Ken Clemence, 717-787-5940)**

- M.D. 205.22 Recycling, Waste Reduction and Procurement of Environmentally Preferable Products (9/19/2014)

**F. Commonwealth Media Services (Contact: Suzanne Chubb, 717-783-8653)**

- M.D. 220.1 Commonwealth Media Services (01/14/2008)

**G. Bureau of Risk and Insurance Management (Contact: Kenneth Love, 717-787-2492)**

- M.D. 630.2 Reporting of Employee Liability Claims (5/15/2013)

**H. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: DeShawn Lewis, 717-783-3119)**

- M.D. 215.16 Contract Compliance Program (02/24/2015)

**I. Bureau of Real Estate (Contact: Elizabeth Woods, 717-787-2834)**

- M.D. 615.15 Vehicle Parking License Agreements (10/26/2006)
- M.D. 625.1 Repairs, Alterations, and Improvements to Commonwealth Buildings under the Direct Supervision of the Department of General Services (10/4/2004)
- M.D. 625.2 Inventory of Commonwealth Real Property (9/16/2008)
- M.D. 625.5 Reporting Surplus Real Property (5/6/1996)
- M.D. 625.6 Leasehold Improvements (5/1/2009)
- M.D. 625.7 Use of Form STD-291, Request for Lease Action and Budget Approval (11/6/1997)

**J. Bureau of Publications (Contact: Marcie Carr, 717-787-9047)**

- A.C. 14-12 Availability—Commonwealth Telephone Directory (08/20/2014)

**K. Bureau of Vehicle Management (Contact: James Fiore, 717-787-3162)**

- M.D. 615.1 Commonwealth Temporary Transportation Vehicles (2/27/2013)
- M.D. 615.16 Commonwealth Fleet Policy (11/10/2011)

**V. EXTERNAL GUIDELINES****A. Bureau of Construction (Contact: Dan Weinzierl, 717-787-6330)**

- Administrative Procedures for DGS Construction Contracts, 2012 Edition
  - Administrative Procedures for DGS Constructions Contracts, September 2013 Edition
  - Administrative Procedures for Small Business, September 2013 Edition
  - Administrative Procedures for Small Business Construction Contracts, May 2014 Edition
  - General Conditions of the Construction Contract, 2014 Edition
  - Standard Form of Contract, Contract Bond and General Conditions of the Construction Contract, 2012 Edition
  - Standard Form of Contract, Contract Bond and General Conditions of the Construction Contract, 2013 Edition
  - Standard Form of Contract, Contract Bond and General Conditions of the Construction Contract, September 2013 Edition
  - Guidelines for Small Business Construction Contracts May 2014 Edition
  - Small Business Standard Form of Contract and Contract Bond, September 2013 Edition
  - Small Business Standard Form of Contract and Contract Bond, 2014 Edition
- (additional Construction Forms available on DGS website)

**B. Bureau of Pre-Construction (Contact: Gary Taylor, 717-787-6200)**

- (additional Design Forms and Small Business Forms available on the DGS website)
- Professional Agreement and General Conditions to the Agreement, 2010 Edition
  - Bureau of Engineering & Architecture: Project Procedure Manual, 2010 Edition
  - Division 1—General Requirements, 2010 Edition
  - Guidelines for Small Business Design Contracts, May 2014 Edition
  - Small Business Design Contract and General Conditions, 2013 Edition
  - Instructions to Bidders, 2010 Edition
  - Instructions to Bidders, 2012 Edition
  - Instructions to Bidders, 2013 Edition
  - Instructions for Small Business Bidders, 2013 Edition
  - Instructions for Small Business Bidders, 2014 Edition

**C. Bureau of Facilities Management (Contact: Jason Snyder, 717-787-5341)**

- Application for Use of Public Areas of Capitol Complex (Updated January 2010)

**D. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: DeShawn Lewis, 717-783-3119)**

Available on the DGS website:

- Small Diverse Business Verification Process
- Procurement Small Diverse Business Program

- Construction Small Diverse Business Program Small Business Contracting Programs
  - Small and Small Diverse Business Application and Instruction Registration Guide
- (additional information available on the DGS website)

**E. Bureau of Supplies and Surplus Operations (Contact: Ken Clemence, 717-787-5940) Available on the DGS website:**

- Surplus Property Operations
- Surplus Sampler Newsletter
- Sign up for Email alerts
- State Surplus Property Program
- Heavy Equipment Sale Flyer
- Fixed Price Auto Sales
- Federal Surplus (Property Program)
- Federal Surplus online inventory list
- Federal Surplus for Veterans Flyer & guidelines
- Federal Surplus—SBA 8(a) information
- Federal Surplus Application—Required documents
- 1122 Law Enforcement Program
- GSA schedules for 1122 Program
- 1033 Law Enforcement (Program)
- Federal Surplus Application
- Law Enforcement Program Application
- Bureau Informational Brochure
- Bridge Marketing
- Request Property form
- Warehouse and Distribution Division
- Federal Surplus—Direct Allocation
- Federal Surplus—Just Arrived
- Commonwealth Recycling

**F. Bureau of Procurement (Contact: Jenny Doherty, 717-787-5862)**

Available on the DGS website:

- Supplier Registration Guide
  - Doing Business with the Commonwealth
  - eMarketplace Solicitations and Bidding Guide
  - Cooperative Purchasing Program (COSTARS)
  - Green Procurement Information available on DGS website
- (additional Procurement Forms available on the DGS website)

**G. Bureau of Risk and Insurance Management (Contact: Kenneth Love, 717-787-2492)**

Available on the DGS website:

- Processing an Act 101 and/or Act 51 Claim (Updated June 2015)
- Act 101 amount added (Updated July 2016)

**H. Deputy Secretary for Public Works (Contact: Elizabeth O'Reilly, 717-787-7095)**

- Request for Proposal Process Guidelines, 2013 Edition
- Application for Qualification Process Guidelines

**I. Right to Know Law (Contact: Troy Thompson, 717-787-3197)**

- Departmental Policy GSP 4-12 Right-to-Know Policy

**J. Deputy Secretary for Property and Asset Management (Contact: Julien Gaudion, 717-783-5028)**

- Administrative Procedures for the GESA Contract, 2014 Edition
- General Conditions of the GESA Contract, 2014 Edition



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 Department of HEALTH (DOH)
 

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**I. POLICY STATEMENTS**

- Procedures Applicable to Right-to-Know Law Request (1/1/09). (This document is electronically available at [www.health.state.pa.us](http://www.health.state.pa.us))

Contact: Doug Snyder (717) 783-2500

**A. Bureau of Health Promotion and Risk Reduction**

- Position Statement on Colorectal Cancer Screening (Revised 3/04)
- Position Statement on Prostate Cancer Screening (Revised 3/04)
- Position Statement on Cervical Cancer Screening (Revised 3/04)
- Position Statement on Sun Safety (Revised 5/03)
- Policy Statement on Clinical Trials (3/04)
- Policy Statement on Unsolicited Proposals Requesting Funding From the Cancer Control Program (10/03)
- Position Statement on Breast Cancer Screening (Revised 5/04)

Contact: Tomas Aguilar (717) 787-6214

**II. GUIDANCE MANUALS****A. Bureau of Community Health Systems**

- Public Bathing Place Manual, Part I General Purpose Recreational Swimming Pools and Specialty Pools, Including Wading and Spray Pools (February 2002)
- Public Bathing Place Manual, Part II General Purpose Recreational Bathing Beaches (February 2002)
- Public Bathing Place Manual, Part III Hot Tubs and Spas (February 2002)
- Application to Operate a Public Bathing Place (June 2009)
- Public Swimming & Bathing Places—Operational & Biological Contamination Protocol Recommendations (March 18, 2008)

Contact: Nancy Rising (570) 327-3400

- Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care (2010)
- Request for Reimbursement and Report of School Health Services Instruction Manual (Revised 2013)
- Procedures for the Growth Screening Program for Pennsylvania's School-Age Population (2004)
- Procedures for the Scoliosis Screening Program for Pennsylvania's School-Age Population (2001)
- Procedures for the Hearing Screening Program for Pennsylvania's School-Age Population (2016)
- Procedures for the Vision Screening Program for Pennsylvania's School-Age Population (2002)
- Indoor Air Quality Guidelines for Pennsylvania Schools (2006)
- Diabetes in School Children: Recommendations & Resource Guide for School Personnel (2009)
- Pennsylvania Guidelines for Management of Food Allergies in Schools: Recommendations & Resource Guide for School Personnel (2011)

Contact: Beth Ann Bahn (717) 787-2390

(All documents are only available electronically at [www.health.state.pa.us](http://www.health.state.pa.us))

**B. Bureau of Epidemiology**

Environmental Health Fact Sheets

1. Arsenic
2. Barium
3. Benzene
4. Bisphenol A
5. Boron
6. Bromide

7. Cadmium
8. Carbon Dioxide
9. Carbon Monoxide
10. Chloramine in Drinking Water
11. Copper
12. di (2-ethylhexyl) phthalate
13. Cyanuric Acid and Stabilized Chlorine Products
14. Ethylbenzene
15. Ethylene Glycol
16. Fungal (Mold) Contamination in Indoor Environments
17. Ice Skating Ring Resurfacing Machine and Indoor Air Quality Issues
18. Indoor Air Guidelines for Pennsylvania Schools
19. Latex
20. Lead
21. Manganese
22. Mercury
23. Methane
24. Methyl tert-butyl ether (MTBE)
25. Naphthalene
26. PFOS and PFOA
27. Phenol
28. Nitrate and Nitrites
29. Polycythemia Vera
  - i. Patient Information
  - ii. JAK2 and Polycythemia vera
  - iii. Polycythemia vera and Myeloproliferative Neoplasms (MPNs)
  - iv. Polycythemia vera in Northeast Pennsylvania
  - v. Resources for People with the JAK2 Mutation, PV or other MPNs
  - vi. Physician Information
  - vii. Polycythemia vera in Northeast Pennsylvania—Activities Polycythemia vera in Northeast Pennsylvania—Epidemiology Polycythemia vera and JAK2 testing information
  - viii. Reporting Polycythemia vera
  - ix. Polycythemia vera Binder
  - x. Updated Publications on Polycythemia vera in Pennsylvania, sponsored by the PA Department of Health/Division of Environmental Health Epidemiology:
    - Article: *A Multidisciplinary Investigation of a Polycythemia vera Cancer Cluster of Unknown Origin*
    - Article: *Use of Molecular Testing to Identify a Cluster of Patients with Polycythemia vera in Eastern Pennsylvania*
    - Fact sheet: *Polycythemia vera Research in Pennsylvania—Schuylkill, Luzerne, and Carbon Counties*
30. Radon
31. Selenium
32. Strontium
33. Styrene
34. Suspected Former Lead Smelters—Fact Sheets and Maps
34. Toluene
35. Vapor Intrusion
36. Vapor Intrusion Investigation
37. Xylene

**C. Health Assessment Program Consultations and Reports**

- Baghurst Drive NPL site Health Consultation March 2016
- Barefoot Disposal Site Review of Private Well Sampling Data Letter Health Consultation May 2013
- Bernhart Park Berks County Health Consultation Oct 2019
- BoRit Ambler Cancer Evaluation July 2011
- BoRit Asbestos National Priority List Site Public Health Assessment Final January 2015

- Blood Barium Levels Evaluation Letter Health Consultation March 2013
- BoRit Groundwater Monitoring Data Review Health Consultation August 2012
- BoRit Asbestos NPL site Public Health Assessment Public Comments version July 2013
- BoRit Asbestos NPL Site Health Consultation Final July 2013
- Bruce Mansfield Power Plant: Evaluation of Air Monitoring Data (2008-2009) Health Consultation March 2009
- Chem Fab Indoor Air of Homes Letter Health Consultation Feb 2013
- Chem Fab Cancer Data Review Letter Health Consultation March 2013
- Chem Fab Evaluation of Indoor Air TCE at Businesses Letter Health Consultation Aug 2013
- Chem Fab Evaluation of 2013 Indoor Air TCE Concentrations Letter Health Consultation Feb 2015
- Chestnut Valley Letter Health Consultation Feb 10 2013
- Daleville Groundwater Evaluation of Sodium and MTBE Letter Health Consultation Nov 2014
- Eastwick Cancer Incidence Analysis Letter Health Consultation Feb 2012
- Former Mohr Orchard Site Health Consultation July 2013
- Foster Wheeler Church Road TCE Site Health Consultation July 2010
- Good Oil Hoff Site Vapor Intrusion Evaluation Letter Health Consultation Oct 2013
- Imperial Landfill Letter Health Consultation May 2010
- LDCA City Park Surface Soil Letter Health Consultation Feb 2013
- Metro Container Health Consultation Feb 2013
- Monessen Air Sampling Results Letter Health Consultation April 2015
- Passyunk PGW Health Consultation May 2013
- Precision Site Letter Health Consultation November 2011
- Price Battery Public Health Assessment March 2012
- Pittston Cancer Incidence Analysis—Pittston, Luzerne County, Letter Health Consultation February 2011
- Salford Quarry Site Water Analysis of Private Wells Nov 2012
- Tervita Landfill Evaluation of Ambient Air Monitoring Data Letter Health Consultation April 2013
- Tobyhanna Cancer Data Review Letter Health Consultation March 2013

#### D. Guidelines

- Indoor Air Quality Guidelines for Pennsylvania Schools
- Guidelines on Ice Skating Rink Resurfacing Machine and Indoor Air Quality Issues
- Guidelines for Families Living Near a Former Lead Smelter
- DOH comments on the environmental and toxicological components of the expert report regarding the health impacts of the Departments Issuance of well permits at the Geyer well site.

Contact: James Logue, DrPh, MPH (717) 787-1708

#### E. West Nile Virus

The following documents can be found at the following website: <http://westnile.state.pa.us/>

- 2000-2012WNV Surveillance Results
  - 2013 West Nile Control Program Plan
- Contact: Dr. James Rankin (717) 547-3514

#### F. Influenza

The following documents can be found at the following website: <http://www.health.pa.gov/My%20Health/Diseases%20and%20Conditions/I-L/Pages/Influenza.aspx#.V5d8s6HD-Uk>

- 2015/16 Influenza Season Data
- 2014/15 Influenza Season Data
- 2013/14 Influenza Season Data
- 2012/13 Influenza Season Data
- 2011/12 Influenza Season Data
- 2010/11 Influenza Season Data
- 2009/10 Influenza Season Data
- 2008/09 Influenza Season Data
- 2007/08 Influenza Season Data
- 2006/07 Influenza Season Data
- 2005/06 Influenza Season Data

Contact: Sameh Bektor, M.D., M.P.H., Influenza Surveillance Coordinator (717) 789-3350

#### G. Rabies

The following documents can be found at the following website: <http://www.health.pa.gov/Your-Department-of-Health/Offices%20and%20Bureaus/epidemiology/Pages/Rabies0318-2639.aspx#.V5D0iyHD8eN>

- Rabies Fact Sheet
  - 2015 Oral Raccoon Rabies Vaccination (ORV) Program Notice
  - 2008-2015 Annual Rabies Reports
  - 2016 Monthly Rabies Reports
- Contact: Kirsten Waller, MD MPH (717) 787-3350

#### H. HIV/AIDS Summaries

The following documents can be found at the following website: [http://www.health.pa.gov/My%20Health/Diseases%20and%20Conditions/E-H/HIV%20And%20AIDS%20Epidemiology/Pages/HIV-AIDS-Annual-Summary-and-Other-Reports.aspx#.V4\\_cAzfD-Uk](http://www.health.pa.gov/My%20Health/Diseases%20and%20Conditions/E-H/HIV%20And%20AIDS%20Epidemiology/Pages/HIV-AIDS-Annual-Summary-and-Other-Reports.aspx#.V4_cAzfD-Uk)

- HIV/AIDS Surveillance Annual Summary—December 2005
  - HIV/AIDS Surveillance Annual Summary—December 2006
  - HIV/AIDS Surveillance Annual Summary—December 2007
  - HIV/AIDS Surveillance Annual Summary—December 2008
  - HIV/AIDS Surveillance Annual Summary—December 2009
  - HIV/AIDS Surveillance Annual Summary—December 2010
  - HIV/AIDS Surveillance Annual Summary—December 2011
- Contact: Godwin Obiri, MS, DrPH (717) 783-0481

#### I. Integrated Epidemiologic Profile of HIV/AIDS in Pennsylvania & HIV Epidemiology Investigation Reports

The following documents can be found at the following website: <http://www.health.pa.gov/My%20Health/Diseases%20and%20Conditions/E-H/HIV%20And%20AIDS%20Epidemiology/Documents/Epi-Profile-of-HIV-in-PA-2012-2013-1stEd-F.pdf>

- Integrated Epidemiologic Profile of HIV/AIDS in Pennsylvania
- Epidemiology Data/Resources for Prevention & Care Services

Contact: Godwin Obiri, MS, DrPH, (717) 783-0481

**J. Communicable Diseases Fact Sheets:**

The following documents can be found at the following website: <http://www.health.pa.gov/My%20Health/Diseases%20and%20Conditions/Pages/default.aspx#V5EH1yHD8eP>

- Amebiasis
- Anaplasmosis
- Anthrax
- Arenaviruses
- Aseptic Meningitis
- Avian Influenza
- Babesiosis
- Bacterial Meningitis
- Bed Bugs
- Body Lice
- Botulism
- Bovine Spongiform Encephalopathy (Mad Cow)
- Brucellosis
- Brucellosis in dogs
- Campylobacteriosis
- Cat Scratch Disease
- Central-line Associated Bloodstream Infections
- Chickenpox
- Chikungunya
- Cholera
- Chronic Wasting Disease
- Clostridium difficile
- Creutzfeldt-Jakob Disease
- Crimean-Congo Hemorrhagic Fever
- Croup
- Cryptosporidiosis
- Dengue Fever
- Diphtheria
- Disease Surveillance
- Eastern Equine Encephalitis
- E. Coli 0157:H7
- Ebola Ebola FAQ
- Ehrlichiosis
- EV-D68
- Epstein-Barr Virus (Mononucleosis)
- Fifth Disease
- Flu
- Foodborne Diseases
- Genital Human Papilloma Virus
- German Measles (Rubella)
- Giardiasis
- Glanders
- Group A Streptococcal
- Group B Streptococcal
- Guillain-Barre Syndrome
- Haemophilus Influenzae Type B (HiB)
- Hand, Foot and Mouth
- Hand Hygiene
- Hantavirus
- Head Lice
- Hendra/Nipah Disease
- Hepatitis A
- Hepatitis B
- Hepatitis C
- Herpes B Virus
- Herpes Gladiatorum
- Histoplasmosis
- Hookworm
- Human Papillomavirus (HPV)
- Influenza, Seasonal
- Kawasaki Syndrome
- Klebsiella
- LaCrosse Encephalitis
- Lassa Fever
- Legionellosis
- Leishmaniasis
- Leptospirosis
- Listeriosis
- Lyme Disease
- Lymphocytic Choriomeningitis (LCM)
- Malaria
- Marburg Hemorrhagic Fever
- Measles
- Melioidosis
- Meningococcal Disease
- Methicillin Resistant Staph Aureus (MRSA)
- Monkeypox
- Mosquito Pesticide Spraying
- Mumps
- Norovirus
- Orf
- Pertussis
- Pinworm Infection
- Plague
- Pneumococcal Disease
- Pneumonia
- Polio
- Powassan Virus
- Psittacosis
- Prion Disease
- Pubic Lice
- Q Fever
- Rabies
- Raw Milk
- Reportable Diseases
- Respiratory Syncytial Virus (RSV)
- Ricin
- Rift Valley Fever
- Rocky Mountain Spotted Fever
- Saint Louis Encephalitis
- Salmonellosis
- Scabies Infestation
- Severe Acute Respiratory Syndrome (SARS)
- Severe Acute Respiratory Syndrome (SARS) :: Fact Sheet
- Shigellosis (English and Spanish)
- Shingles
- Smallpox
- Staphylococcal enterotoxin B (SEB)
- Surgical Site Hospital-Acquired Infection
- Sylvatic Typhus
- Tetanus
- Tickborne Diseases
- Toxocariasis (Roundworm Infection)
- Toxoplasmosis
- Traveler's Health
- Tularemia
- Typhoid Fever
- Urinary Tract Infections
- Vancomycin Intermediate/Vancomycin Resistant Staph Aureus (VISA/VRSA)
- Vancomycin Resistant Enterococci (VRE)
- Vibrio Parahaemolyticus
- Vibrio Vulnificus
- Viral Hemorrhagic Fevers
- West Nile Virus
- Yellow Fever
- Yersiniosis
- Zika virus

Contact: Chandra Marriott, MPH (412) 258-3694

The Bureau of Epidemiology Quarterly Newsletter is electronically available at: <http://www.health.pa.gov/Your-Department-of-Health/Offices%20and%20Bureaus/epidemiology/Pages/EpiNotes.aspx#.V5D91yHD8eO>

- EpiNotes 2011 Volume 1, Issues 1-4
- EpiNotes 2012 Volume 2, Issues 1-4
- EpiNotes 2013 Volume 3, Issues 1-2
- EpiNotes 2014 Volume 4, Issues 1-2
- EpiNotes 2016 Volume 5, Issue 1

The Annual Health-Care Associated Infections Reports are electronically available at: [http://www.health.pa.gov/infections/Consumers/Healthcare%20Associated%20Infection%20\(HAI\)/Pages/HAI-Annual-Reports.aspx#.VZU0x2TD-Uk](http://www.health.pa.gov/infections/Consumers/Healthcare%20Associated%20Infection%20(HAI)/Pages/HAI-Annual-Reports.aspx#.VZU0x2TD-Uk)

- 2008 Report: Healthcare Associated Infections (HAIs) in Pennsylvania Hospitals
- 2009 Report: Healthcare Associated Infections (HAIs) in Pennsylvania Hospitals
- 2010 Report: Healthcare Associated Infections (HAIs) in Pennsylvania Hospitals
- 2011 Report: Healthcare-Associated Infections (HAIs) in Pennsylvania Hospitals
- 2012 Report: Healthcare-Associated Infections (HAIs) in Pennsylvania Hospitals
- 2013 Report: Healthcare-Associated Infections (HAIs) in Pennsylvania Hospitals
- 2014 Report: Healthcare-Associated Infections (HAIs) in Pennsylvania Hospitals

Contact: Kimberly Buffington (717) 425-5422

#### **K. Bureau of Emergency Medical Services**

(Some of these documents are electronically available at [http://www.portal.state.pa.us/portal/server.pt/community/emergency\\_medical\\_services/14138](http://www.portal.state.pa.us/portal/server.pt/community/emergency_medical_services/14138))

- Overview of Pennsylvania Department of Health Ambulance Licensure Program
- Statewide Advanced and Basic Life Support Protocols
- Out-of-Hospital Do-Not-Resuscitate Questions and Answers
- Voluntary Rescue Service Recognition Program Manual
- Pennsylvania Rescue Program Administration Manual
- EMS Patient Care Reporting Standards
- EMS Practitioner Registry
- EMS Notices in *PA Bulletin*
- EMS Information Bulletins

Contact: Aaron Rhone (717) 787-8740

#### **L. Bureau of Health Planning**

- PA Primary Care Loan Repayment Program, Practitioner Application and Program Guidance (Revised 2013, available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- J-1 Visa Waiver Program (Conrad 30) Statement of Policy (Revised 3/14, available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- DOH Appalachian Regional Commission J-1 Visa Waiver Program Policy (Revised 3/14, available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))

Contact: Ed Naugle (717) 772-5298

#### **M. Bureau of Health Statistics and Registries**

- Application for Access to Protected Data (Revised 6/15)
- User's Guide for Access to Protected Data (Revised 6/15)
- Application for Access to Protected Data for State, Federal & Local Government Agencies (Revised 6/15)
- User's Guide for Access to Protected Data for Government Agencies (Revised 6/15)

Contact: Frank Caniglia (717) 783-2548

#### **N. Bureau of Managed Care**

- Technical Advisory: Sample Enrollee Consent Form (6/26/04)
- Technical Advisory: Enrollee Consent for Provider-Initiated Grievances (6/19/04)
- Technical Advisory: Gatekeeper and Point-of-Service Plans seeking to offer benefit plans with less than 8-% plan paid co-insurance for out-of-network services (10/13/04)
- Technical Advisory: Interpreting 28 Pa. Code § 9.752(f) (Relating to UR Standards) requiring a UR decision to include a contractual basis and clinical reason for denial (1/1/05)
- Technical Advisory: Interpreting 28 Pa. Code § 9.752(f) (Relating to Time Frames for UR)—Communicating the UR Decision. (1/1/05)
- Technical Advisory: Interpreting 28 Pa. Code § 9.704(c) (Relating To Appeal Of A Complaint Decision) and 28 Pa. Code § 9.707(b)(6) (Relating to External Grievance process) Regarding Content of Transmittal Letters of Enrollees' Case Files (12/03/05)
- Technical Advisory: Interpreting 28 Pa. Code § 9.761-2 Provider Credentialing and Credentialing Standards as related to "Provisional Credentialing" as Recognized by NCQA (2/11/06)
- Technical Advisory: Interpreting 28 Pa. Code § 9.761-2 Provider Credentialing and Credentialing Standards as related to Medical Director sign-off of clean credentialing files (2/11/06)
- Technical Advisory: Interpreting 28 Pa. Code § 9.684(a)(3) (Relating To Continuity of Care) Regarding Notification of Enrollees Affected by the Termination of Non-Primary Care Providers/Specialists by a Managed Care Plan (5/6/06)
- Technical Advisory: Interpreting 28 Pa. Code § 9.679(d) (Relating to Travel Distance to Participating Providers) (5/19/2012)
- Technical Advisory: Interpreting 28 Pa. Code § 9.679 (Relating to Access Requirements in Service Areas) (9/10/2013)

Contact: William Wiegmann (717) 787-5193

#### **O. Bureau of Communicable Diseases**

##### **1. Division of Immunizations**

- PA VFC Fraud and Abuse Procedures (01/15)
- Vaccine Preventable Diseases Surveillance Follow-up Protocol (07/11)
- Vaccine Cold Chain Protocol for Immunization Providers (12/14)
- Vaccine Eligibility Criteria (12/14)
- Vaccines for Children Provider Handbook (05/15)
- Vaccines for Children Quality Assurance Manual (11/14)
- Perinatal Hepatitis B Prevention Program Case Follow-up Actions (12/14)
- Guidelines for Prevention of Perinatal Hepatitis B (11/13)
- Protocols for Perinatal Hepatitis B Prevention Program (02/13)
- Recommendations for Varicella Outbreak Prevention and Control in School or Childcare Group Settings (08/14)
- Immigration Status and Data Entry into the Statewide Immunization/Information System
- Mass Immunization Liability Protection Guidelines (08/14)

- Pennsylvania Quick Guides for Measles (02/15), Mumps (12/13), Rubella (12/13), Varicella (01/14), Pertussis (05/15), Procedure Manual School Immunization Regulations (05/10)

Contact: Cindy Findley (717) 787-5681

## 2. Healthcare Associated Infection Prevention Section

- Healthcare Associated Infection and Patient Identifier Reporting (December 5, 2007)
- NHSN Update, Re: Issue Clarification Summary (April 3, 2008)
- Reporting a Patient Identification Number (April 2008), 38 Pa.B. 1783
- Technical Advisory: HAI-2009-001, Multidisciplinary Infection Control Committee Membership Composition
- Technical Advisory: HAI-2009-002, Written Notification of Health Care-Associated Infections to Responsible Parties in Healthcare Facilities
- Technical Advisory: HAI-2009-003, Health Care-Associated Infection Confirmation in Nursing Homes

Contact: Kimberly Buffington (717) 425-5422

## P. Bureau of Public Health Preparedness

- Pennsylvania Emergency Preparedness Guide (revised 3/2010)
- Pennsylvania Public Health and Medical Emergency Preparedness Plan (2011-2015)
- Online Registry—SERVPA—For Volunteers During Disasters or Emergencies
- State Emergency Registry of Volunteers in Pennsylvania (SERVPA) Operations Manual (Version I—12/1/11), which may be found on the SERVPA website home page at <https://www.serv.pa.gov>
- PA Prepared Learning Management Fact Sheet (HD0483P Rev 09/08)
- Medical Surge Management Series (March 2010). This guidance can be found on the PA DOH website at: <http://www.portal.state.pa.us/portal/server.pt/community/communication/14147/pa-mems/725592>
- Pennsylvania Modular Emergency Medical Systems (PA MEMS) Version 1.0 October 2010
- Preparing for Public Health Emergencies: A Planning Aid for Public Health and Healthcare Professionals (02/2012)
- Pennsylvania Public Health Emergency Preparedness Tool and Manual
- Integrating Community Pediatricians Into Public Health and Preparedness Response Activities in Pennsylvania (06/2013)
- A Communications Toolkit for Public Health Emergencies that Impact Children: Resources for Pediatric Practices, Schools, and Childcare Programs (05/2013)
- The Pennsylvania Public Health Risk Assessment Tool (01/2013)

Contact: Jeffrey Backer (717) 346-0640

## III. INTERNAL GUIDELINES

### A. Bureau of Health Statistics and Registries

- Policy and Procedures for Assisted Conception Birth Registrations (10/03)

Contact: Debra Romberger (717) 547-3700

### B. Bureau of Communicable Diseases

#### 1. Division of Immunizations

- Perinatal HB Protocols
- Quality Assurance Handbook
- Cold Chain Failure Follow-up (12/01/14)
- VFC Provider suspension (05/07/11)

Contact: Cindy Findley (717) 787-5681

## 2. STD Program

- Guidelines: Use of the Internet to Perform Partner Service and Health Education Activities
- Biological Room Standard Operating Procedures (TB/STD)
- Data Security and Confidentiality Policy and Standards for Integrated Data Sharing Manual—TB/STD/HIV (01/13)
- Child Protective Services Guidelines for STD/HIV Field Staff (05/15)

Contact: Beth Butler (717) 787-3981

## 3. Division of HIV/AIDS

- HIV Counseling and Testing Operations Manual
- Housing Opportunities For Persons With AIDS Operations Manual
- Coalition and Fiscal Agents Operations Manual
- Combined Statewide Coordinated Statement of Need and Comprehensive Plan
- Jurisdictional Community HIV Prevention Plan

Contact: Lana Adams (717) 783-0572

## 4. Institutional Review Board

- Institutional Review Board Policies and Procedures (03/04)

Contact: Atmaram Nambiar, MD MPH (717) 787-3350

## IV. OTHER

### A. Bureau of Health Planning

- Pennsylvania State Health Assessment, 2013 (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- Pennsylvania State Health Improvement Plan, 2015-2020 (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- HIPP Newsletter, August/September 2015 (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- 2012-2013 Pulse of Pennsylvania's Registered Nurse Workforce Report (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- 2013 Pennsylvania Nursing Education Program Report (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- 2012 Pulse of Pennsylvania's Physician and Physician Assistant Workforce Report (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- 2013 Pulse of Pennsylvania's Dentist and Dental Hygienist Workforce Report (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))
- 2014 Pulse of Pennsylvania's Licensed Practical Nurse Workforce Report (available on the Department's website at [www.health.state.pa.us](http://www.health.state.pa.us))

Contact: Janet Bargh (717) 772-5298

### B. Bureau of Emergency Medical Services

- Prehospital Care Response Report
- Statewide Emergency Medical Services System Development Plan
- 2008 Annual EMS Report
- Reports on EMS System Issues
- EMS Statistics
- EMS Training Information
- EMS Practitioner Registry
- List of Disciplinary Sanctions Imposed
- Tool for Locating Regional EMS Councils by County
- EMS Incident Self Reporting Process

### 1. Information Bulletins

- EMS Information Bulletin # 1—EMS Personnel Called to Active Military Duty (8/5/03)
- EMS Information Bulletin # 2—Epinephrine Auto Injector Administration by EMTs (8/13/03)
- EMS Information Bulletin # 3—EMS Vehicle Collision Accident Form (9/30/03)
- EMS Information Bulletin # 4—EMS Instructor Update Requirement (Revised 3/2/04)
- EMS Information Bulletin # 5—Cyanide Compound Exposure Protocol (9/9/03)
- EMS Information Bulletin # 6—Continuing Education Requirement—ALS Medical Command (11/5/03)
- EMS Information Bulletin # 7—On-Line Continuing Education (11/6/03)
- EMS Information Bulletin # 8—Distribution of Continuing Education Handbook (12/9/03)
- EMS Information Bulletin # 10—MS License Plates (2/11/04)
- EMS Information Bulletin # 11—Public Access AED (2/13/04)
- EMS Information Bulletin # 13—EMS Vehicle Collision and Personal Injury Form (Revised 4/1/04)
- EMS Information Bulletin # 14—Epinephrine Auto-Injector Administration (Revised 3/10/04)
- EMS Information Bulletin # 15—Emergency Response Employees (ERES) (4/30/04)
- EMS Information Bulletin # 16—Electronic Ambulance Licensure Application Amendment Procedure (4/30/04)
- EMS Information Bulletin # 17—Statewide BLS Medical Treatment Protocols and Guidelines (5/6/04)
- EMS Information Bulletin # 19—CD and Web-Based ACLS Programs (6/18/04)
- EMS Information Bulletin # 20—Certificates, Wallet Cards and Patches (6/8/04)
- EMS Information Bulletin # 21—System Status Management (6/18/04)
- EMS Information Bulletin # 22—EMTs Assisting With ALS Procedures (7/28/04)
- EMS Information Bulletin # 23—Ambulance Licensing Overview (10/19/04)
- EMS Information Bulletin # 25—Surge Response Services Update (12/13/04)
- EMS Information Bulletin # 26 AED Mode Use on ALS Monitor/Defibrillator Devices (4/11/2006)
- EMS Information Bulletin # 27 Interfacility Transport Guidelines (7/8/2005)
- EMS Information Bulletin # 28 Grand Rounds (7/25/2005)
- EMS Information Bulletin # 29 EMS Office Organization Chart (8/3/2005)
- EMS Information Bulletin # 30 Ambulance Vehicle Standards (10/19/2005)
- EMS Information Bulletin # 31 Draft ALS Protocols (10/25/2005)
- EMS Information Bulletin # 32 Patients Exposed to Tasers (11/10/2005)
- EMS Information Bulletin # 33 New Electronic Applications (11/17/2005)
- EMS Information Bulletin # 34 Ambulance Vehicle Markings (12/20/2005)
- EMS Information Bulletin # 35 Updated AHA Standards (12/23/2005)
- EMS Information Bulletin # 36 New BLS Protocols (4/7/2006)
- EMS Information Bulletin # 37 Epinephrine Auto-Injector Approval Update (4/11/2006)
- EMS Information Bulletin # 38 Implementation of New AHA Standards (5/23/2006)
- EMS Information Bulletin # 39A Statewide BLS Protocols and AED Utilization (10/31/06)
- EMS Information Bulletin # 40 Update to Statewide BLS Protocol Course (11/14/06)
- EMS Information Bulletin # 41 Revised Ambulance Licensure Equipment (11/17/06)
- EMS Information Bulletin # 42 Changes to Scope of Practice and Equipment (11/17/06)
- EMS Information Bulletin # 43 Continuing Education Requirements for ALS Medical Command Authorization (12/01/06)
- EMS Information Bulletin # 44 Centralized Registration for the Learning Management System (12/31/06)
- EMS Information Bulletin # 45 State Recognized CPR Programs (03/05/07)
- EMS Information Bulletin # 46 Comprehensive Laboratory Improvement Amendments (03/19/07)
- EMS Information Bulletin # 47 Replacement of Promethazine with Ondansetron (03/19/07)
- EMS Information Bulletin # 48 Capnography Frequently Asked Questions (08/14/07)
- EMS Information Bulletin # 50 First Responder Equivalences (11/05/07)
- EMS Information Bulletin # 51 State Recognized CPR Programs (11/05/07)
- EMS Information Bulletin # 52 Recognized Emergency Vehicle Operators Courses (11/05/07)
- EMS Information Bulletin # 53 Medical Command Authorization 2007 (12/01/07)
- EMS Information Bulletin # 54 Implementation of National EMS Information System (NEMSIS) (12/20/07)
- EMS Information Bulletin # 55 National Ski Patrol (02/28/08)
- EMS Information Bulletin # 56 Paramedic—PHRN Certification Process (03/05/08)
- EMS Information Bulletin # 57 Air Ambulance Guidelines (06/23/08)
- EMS Information Bulletin # 58 Emergency Contraception Guidelines (10/07/08)
- EMS Information Bulletin # 59 Emergency Vehicle Operator Courses (10/20/08)
- EMS Information Bulletin # 60 Amended Continuous Positive Airway Pressure for Basic Life Support (10/27/08)
- EMS Information Bulletin # 61 Suspension of Ambulance Driving Privilege (11/13/08)
- EMS Information Bulletin # 62 Implementation of Updated Protocols (11/21/08)
- EMS Information Bulletin # 63 Basic Life Support Skill Sheets (12/31/08)
- EMS Information Bulletin # 64 Operation of Ambulance and Other Emergency Vehicles While at Hospital Emergency Department (01/22/09)
- EMS Information Bulletin # 65 State Recognized CPR Programs (01/28/09)
- EMS Information Bulletin # 66 Guidelines for CPAP Devices (01/30/09)
- EMS Information Bulletin # 67 Trauma Patient Destination/Statewide Air Ambulance Transport Protocol (05/06/09)
- EMS Information Bulletin # 68 State Recognized CPR Programs (06/30/09)
- EMS Information Bulletin # 69 Approved Emergency Vehicle Operator Courses (07/01/09)
- EMS Information Bulletin # 70 Guidelines for Reflective Chevrons (09/08/09)

- EMS Information Bulletin # 71 Picture Identification Cards (09/08/09)
- EMS Information Bulletin # 72 Statewide BLS (605) and ALS (6005) Blast Protocols (09/15/09)
- EMS Information Bulletin # 73 (Amended) Paramedic Liability Protection (10/28/09)
- EMS Information Bulletin # 74 Stretcher and Wheelchair Vehicle (02/08/10)
- EMS Information Bulletin # 75 EMS Provider Examination Policy (04/10/10)
- EMS Information Bulletin 2013-007 Patient Care Report Submissions
- EMS Information Bulletin 2013-005 State Recognized CPR Programs
- EMS Information Bulletin 2011-012 Wind Effects on Ambulance Vehicles
- EMS Information Bulletin 2011-008 Verification of EMS Practitioner Status for Endorsement
- EMS Information Bulletin 2011-007 Re-Entry of EMS Personnel with Expired Certifications prior to NSC of 1995
- EMS Information Bulletin 2011-006 Bed Bug Information
- EMS Information Bulletin 2011-005 Drowning Data Collection
- EMS Information Bulletin 2011-004 ALS and BLS Statewide Protocols Implementation
- EMS Information Bulletin 2011-003 Pediatric Transport Guidelines
- EMS Information Bulletin 2011-002 Implementation of Updated ALS-BLS Statewide Protocols
- EMS Information Bulletin 2011-001 Continuing Education Hour Calculation
- EMS Information Bulletin 2012-015 Yellow DOT
- EMS Information Bulletin 2012-014 Approved Emergency Vehicle Operator Course
- EMS Information Bulletin 2012-013-C State Recognized CPR Programs
- EMS Information Bulletin 2012-011 Picture Identification
- EMS Information Bulletin 2012-010 Drug Shortage
- EMS Information Bulletin 2012-009 EMS Transfer of Care Form
- EMS Information Bulletin 2012-008 Stretcher Vans
- EMS Information Bulletin 2012-007 Defibrillation Doses
- EMS Information Bulletin 2012-004 PA NJ ConEd Document
- EMS Information Bulletin 2013-010 Lapse of Registration
- EMS Information Bulletin 2013-009 Cognitive Exam Acknowledgement Form
- EMS Information Bulletin 2013-008 Expired Medications
- EMS Information Bulletin 2013-007 Patient Care Report Submissions
- EMS Information Bulletin 2013-005 State Recognized CPR Programs
- EMS Information Bulletin 2013-004 ALS/BLS Protocol
- EMS Information Bulletin 2013-003 Mechanical CPR
- EMS Information Bulletin 2013-002 Emergency Medical Responder
- EMS Information Bulletin 2013-001 Out of Service Decal
- EMS Information Bulletin 2014-002 Transfer of Care
- EMS Information Bulletin 2014-001 State Recognized CPR Programs

Contact: Robert Cooney (717) 787-8740

### C. Office of Quality Assurance

- QA Annual Report
- Achieving Better Care by Monitoring All Prescriptions (ABC-MAP)

Contact: Office of Quality Assurance (717) 783-1078

### D. Bureau of Facility Licensure and Certification

#### 1. Division of Nursing Care Facilities (Long Term Care Provider Bulletins)

- Abuse, Neglect, Misappropriation of Property by Nurse Aides or Others—LTC PB No. 22 (Reviewed 6/19/15)
- Nurse Aide Registry Update—LTC PB No. 29 (Reviewed 6/19/15)
- Training of Companions/Sitters in T18 or 19 Facilities—LTC PB No. 31 (Reviewed 6/25/14)
- Disposition of Patient Medications—LTC PB No. 35 (Reviewed 6/19/15)
- Exception/Waiver Requests—LTC PB No. 37 (Reviewed 6/19/15)
- Taping of Exit Conference—LTC PB No. 42 (Reviewed 6/19/15)
- Informal Dispute Resolution—LTC PB No. 44 (Reviewed 6/19/15)
- Surety Bond Requirements—Clarification of “Obligee”—LTC PB No. 48 (Reviewed 6/19/15)
- Department Access to Records at Nursing Homes Pursuant to 35 P.S. § 448.813—LTC PB No. 49 (Reviewed 6/19/15)
- Independent Informal Dispute Resolution (Section 6111 of the Patient Protection and Affordable Care Act of 2010/Sections 1819(h) and 1919(h) of the Social Security Act, 42 U.S.C. §§ 1395i-3(h) and 1396r(h), and 42 C.F.R. § 488.431)—LTC PB No. 2011-12 (Issued December 8, 2011) (Reviewed 6/19/15)
- Department of State Referrals of Licensed Professionals when allegations have been unsubstantiated—LTC PB No. 2012-2-1 (Issued February 14, 2012) (Reviewed 6/19/15)
- Long-Term Care Nursing Facility Independent Informal Dispute Resolution Act, Act 128 of 2011—LTC PB No. 2012-05-1 (Issued May 24, 2012) (Reviewed 6/19/15)
- Provider Bulletin 2012-11-13 Required Reportable Events/Actions by Facility (Issued 11/13/2012) (Reviewed 6/19/15)
- Provider Bulletin 2012-11-29 National Partnership to Improve Dementia Care and Reduce Antipsychotic Drug Use in Nursing Homes (Issued 11/29/2012) (Reviewed 6/19/15)

Contact: Susan Williamson (717) 787-1816

#### 2. Division of Acute and Ambulatory Care

- Abortion Control Act (footnoted)
- Ambulatory Gynecological Surgery in Hospitals and Clinics Regulations (footnoted)
- Abortion: Making a Decision
- Services for Pregnant and Parenting Women
- Application of Abortion Control Act to Abortions Induced by Drugs
- Template (use is optional) for Patient Safety Plan

Contact: Ann Chronister (717) 787-8015

- PA Department of Health Message Board <http://app2.health.state.pa.us/commonpoc/content/FacilityWeb/FacMsgBoard.asp?Distribution=F&Selection=All>
- Stroke Center Listing
- Exception Process
- Expedited Exception Process and Request Form for Hospitals and Ambulatory Surgery Facilities

- Exception Committee Procedure: Elective Percutaneous Coronary Interventions (PCI)
- Telemedicine Survey Guidelines and Department of Health Survey Policy—General Statement  
Contact: Garrison Gladfelter (717) 783-8980

### **E. Bureau of Community Programs, Licensure & Certification**

- Application for Tanning Registration HD01628F: 07/07/2014
- Indoor Tanning FAQs 07/07/2014 Updated: 07/16/2014  
Contact: George Hindson (717) 736-7362

#### **1. Division of Home Health**

- Home Health Survey Guideline: Physician Verbal Orders 5/3/2013
  - Application forms for a Home Health license and/or Medicare Certification
  - Technical Advisory 5/3/2013
  - FAQ Regarding Medications
  - FAQ Regarding Act 179
  - Consumer Notice of Direct Care Worker Status form
  - Department of Aging Criminal Background Unit
  - Department of Human Services ChildLine
  - Directory of Birth Centers and Other Types of Health Care Facilities by County and Survey Results
  - Application forms for Birth Center licensure
  - American Association for Birth Centers
  - American Association for Birth Centers: Standards for Birth Centers
  - Application forms for Hospice licensure and/or Medicare certification
  - CMS Approved Accreditation Associations: Community Health Accreditation Program (CHAP)
  - The Joint Commission (TJC)
  - Hospice FAQs
  - Search for Hospice agencies by county
  - PA Hospice Network
  - Hospice Association of America
  - National Hospice and Palliative Care Organization
  - Application forms for Medicare certification for ESRDs
  - ESRD FAQ
  - List of Fiscal Intermediaries
  - Search for ESRD Survey History by County
  - Complete Listing of ESRDs In Your Area
  - National Kidney Foundation
  - American Association of Kidney Patients
  - Centers for Medicare/Medicaid Services
  - American Kidney Fund
  - ESRD Network 4, Inc.
  - Directory of PECCs by county with survey results
  - Generic Drug Substitution/Equivalency Overview of Laws/Regulations
  - Narrow Therapeutic Index General Information
  - Federal Requirements for Electronic Orders and Prescriptions
  - Pennsylvania Wholesale Prescription Drug Distributors License Act FAQ
  - Submit a New Registration Online
  - Renew/Update/Cancel Existing Registration
  - Download Blank Application Forms
  - Infant Hearing Education Assessment Reporting & Referral (IHEARR) Act
  - Registration Requirements for Fitters and Dealers
  - Department of State (Board of Speech, Hearing, Audiology & Board of Medicine)
  - American Speech & Hearing Association (ASHA)
  - National Board Certification Program
  - International Hearing Society
- Contact: Linda Chamberlain (717) 736-7350

### **F. Bureau of Family Health**

- Lead Case Management Guidelines for Community Health Nurses (2014)
- Screening Young Child For Lead Poisoning: Guidance for State and Local Public Health Officials, Statement by the Centers for Disease Control—11/97 (Federal guidelines adopted by Department)
- Application for Chronic Renal Disease Transportation Services
- Application for Head Injury Program Services (Division of Program Support and Coordination—Form # HD1072F)
- Traumatic Brain Injury Needs Assessment (2003)
- Traumatic Brain Injury State Action Plan (2003)  
Contact: Carolyn Cass (717) 772-2762

- Application for Special Needs Services (Division of Program Support and Coordination—Form # HD1072F)  
Contact: Roxann Arbegast-Boes (717) 346-2619

#### **1. Division of Newborn Screening and Genetics**

- Universal Newborn Hearing Screening Program Guidelines for Infant Hearing Screening
- Early Hearing Detection and Intervention Program: Pennsylvania Department of Health Early Hearing Detection and Intervention (EHDI) Program Report on Screening and Follow-up for 2004-2006 Births
- Newborn Screening Provider Manual for the Commonwealth of Pennsylvania—Division of Newborn Screening and Genetics Bureau of Family Health
- Brochure to Parents: Pennsylvania Screening Services for Newborn Babies—Protecting Babies, Preventing Problems, Screening Right After Birth, Starting Treatment Early
- Application for Newborn Screening and Follow-up Program—Metabolic Formula Order Form
- Application for Services Metabolic Formula Program Pharmacy Selection Form
- Application for Services Metabolic Formula Program (Form No. HD1072F)
- Application for Services HEALTH INSURANCE BENEFITS INFORMATION SHEET
- Application for Services Certification and Authorization Statements
- Neonatal Testing for Genetic Disorders—Specimen Submittal Requirements  
Contact: Roxann Arbegast-Boes (717) 772-2762

### **G. Bureau of Women, Infants and Children (WIC)**

- WIC State Plan of Operations  
Contact: Will Cramer (717) 783-1289

### **H. Bureau of Communicable Diseases**

#### **1. TB Program**

- TB Control Manual
- TB Outbreak Response Plan  
Contact: Kimberly Fitzpatrick (717) 787-6267

#### **2. STD Program**

- STD Outbreak Response Plan
- PA NEDSS STD Program Reference Guide (available online)
- Sexually Transmitted Diseases Treatment Guidelines 2015 (available online)
- Testing Guidelines for Obstetricians and Gynecologists for Hepatitis B, HIV and STD
- Program Operation Guidelines for STD Prevention (published by Centers for Disease Control and Prevention (CDC))  
Contact: Beth Butler (717) 787-3981



**I. Bureau of Health Statistics and Registries**

- Application for Certified Copy of Birth or Death Record, Form H105.102.
- Birth Corrections Affidavit, Form H105.133.
- Death Correction Statement, Form H105.135.
- Application for Multi-Year Search of Birth Record, Form HD1124F.
- Application for Multi-Year Search of Death Record, Form HD 1125F.
- Biological Parent Registration Identification Form, Form H105.700.
- Withdrawal of Biological Parent Consent Form, Form H105.702.
- Statement from Requestors Not Possessing an Acceptable Government Issued Photo-ID, Form HD123F.
- Change in Civil Status Form, Form H105.132.
- Disposition/Transit Permit, Form HD01232F
- Disinterment/Reinterment Permit, Form HD01189F
- Record for Interment of Cremated Remains, Form H105.111
- Certificate of Adoption, Form H105.091
- Certificate of Adoption of a Foreign-Born Child, Form HD01273F
- Statement of Citizenship and Residency, Form HD01275F
- Affidavit of Mother for Registration Other than as Child of Mother's Husband, Form H105.004
- Affidavit of Husband for Registration Other than as Child of Mother's Husband, Form H105.005
- Delayed Birth Certificate, H105.019
- Local Registrar's Certification of Death (P), Form H105.805
- Local Registrar's Certification of Death (T), Form H105.112
- Local Registrar's Monthly Report-Summary Schedule of Activity and Income, Form H106.026
- Local Registrar's Monthly Report-Schedule of Certified Copies Issued and Income Earned, Form H105.028
- Certification of Death (Death Security Paper), Form H105.905
- DAVE Certifications (DAVE Security Paper), Form H105.105.1D
- Certificate of Live Birth, Form H105.142
- Certificate of Death, Form H105.143
- Certificate of Fetal Death, Form H105.024
- Supplemental Report of Assisted Conception, Form H105.030
- Large Envelope—New Castle Office, Form H105.174
- Medium Envelope—New Castle Office, Form HD10249F
- Small Window Envelope (Standard)—New Castle Office, Form H105.038
- Small Window Envelope (Window)—New Castle Office, Form H105.037
- Business Reply Envelope (Standard)—New Castle Office, Form H105.180
- Business Reply Envelope (Blue)—New Castle Office, Form H105.180/LR-B
- Business Reply Envelope—Pittsburgh Branch Office, Form H105.180/02
- Business Reply Envelope—Harrisburg Branch Office, Form H105.180/22
- Business Reply Envelope—Erie Branch Office, Form H105.180/25
- Business Reply Envelope—Scranton Branch Office, Form H105.180/35
- Business Reply Envelope—Philadelphia Branch Office, Form H105.180/51
- DAVE User Agreement and Confidentiality Policy, Form HD01590F

- DAVE Birth Certifier Form, Form HD01591F
- DAVE Facility-Level Administrator Form, Form HD01592F

The following forms are electronically available at [www.health.pa.gov/MyRecords/Certificates](http://www.health.pa.gov/MyRecords/Certificates)

- Application for Certified Copy of Birth or Death Record, Form H105.102
- Birth Corrections Affidavit, Form H105.133
- Death Correction Statement, Form H105.135
- Application for Multi-Year Search of Birth Record, Form HD1131FW
- Application for Multi-Year Search of Death Record, Form HD1132FW
- Statement from Requestors Not Possessing an Acceptable Government Issued Photo-ID, Form HD123F
- Change in Civil Status Form, Form H105.132
- Biological Parent Registration Identification Form, Form H105.700
- Withdrawal of Biological Parent Registration Identification Form, Form H105.702
- Affidavit of Mother for Registration Other than as Child of Mother's Husband, Form H105.004
- Affidavit of Husband for Registration Other than as Child of Mother's Husband, Form H105.005
- Application for Multi-Year Search of Birth Record, Form HD1124F
- Application for Multi-Year Search of Death Record, Form HD1125F

Contact: Debra Romberger (717) 547-3700

**J. Bureau of Laboratories**

(Some of these documents are electronically available at <http://www.portal.state.pa.us/portal/server.pt/community/laboratories/14158>)

- Submission of Rabies Specimens
- General Specimen Submission Form
- CDC Specimen Submission Form
- Compliance with Shipping of Diagnostic Specimen/Etiologic Agent
- Laboratory Submission Form for Viral Encephalitis/Meningitis
- Lyme Disease Testing Form
- Bioterrorism Agents (various) Information
- Sputum Collection for Tuberculosis
- Nasal or Throat Swab Procedure for Virus Isolation
- CDC MERS-CoV Clinical Specimen Guidelines
- Food collection guidelines
- Neisseria gonorrhoea collection guidelines
- Water Collection guidelines for Legionella testing
- Stool collection guideline for patient
- Stool collection guideline for public health site
- Bordetella pertussis collection guidelines
- Measles collection guidelines
- Material transfer agreement
- Division of Chemistry and Toxicology contact list
- Division of Laboratory Improvement contact list
- Division of Microbiology contact list
- Bureau of Laboratories Directory of Services
- Bureau of Laboratories Directory of Services
- Postmortem Blood Testing on Motor Vehicle Accident Victims—Specimen Submittal Requirements
- Environmental Lead Analysis—Specimen Submittal Requirements
- Alcohol in Blood and/or Serum Testing Approval Requirements
- Lead in Blood Testing Approval Requirements
- Erythrocyte Protoporphyrin Testing Approval Requirements

- Drugs of Abuse in Blood and/or Serum Testing Approval Requirements
  - Drugs of Abuse in Urine Testing Approval Requirements
  - Pennsylvania Clinical Laboratory Permit Application for In-State Laboratories
  - Multiphasic Screening Procedure
  - Pennsylvania Clinical Laboratory Permit Application for Out-of-State Laboratories
  - Pennsylvania Clinical Laboratory Permit Application—Mobile Labs
  - Pennsylvania Clinical Laboratory Permit Application—Screening Sites
  - Change of Status Form
  - May 18, 2012 Letter regarding Policy Changes
  - Laboratory Requirement for Zika Virus Test submission
  - Zika Virus Laboratory Submission form
  - Quick guide for Clinicians: How to interpret Zika Virus Test Results
  - Guidelines for Pennsylvania Laboratories Handling Specimens for patients with suspected or confirmed Ebola virus disease
  - Sexual Assault Testing and Evidence Collection Act Initial Data Reporting Form
  - Sexual Assault Testing and Evidence Collection Act Annual Data Reporting Form
  - Act 27 Frequently Asked Questions
  - Pennsylvania Clinical Laboratory Permit and Proficiency Testing Program Fees
  - May 28, 2014 Letter Regarding Revisions to the Pennsylvania Clinical Laboratory Act—Act 122-2013
  - Frequently Asked Questions—Volume 1 (Questions 1—28) Act 122-2013 May 28, 2014
  - Frequently Asked Questions—Volume 2 (Questions 29—38) Act 122-2013 June 23, 2014
  - Frequently Asked Questions—Volume 3 (Questions 39—52) Act 122-2013 July 31, 2014
  - Act 122-2013 Clinical Laboratory Complaint Form  
Contact: James R. Lute, Ph.D. (610) 280-3464
- K. Bureau of Health Promotion and Risk Reduction**
- Why We Recommend Community Water Fluoridation
  - Policy for Determining Eligibility and Compliance of Service Providers Currently
  - Receiving Funding From a Tobacco Company, a Tobacco Company Subsidiary, or Their Agent (6/04)  
Contact: Tomas Aguilar (717) 787-6214
- L. Bureau of Public Health Preparedness**
- State Emergency Registry of Volunteers in Pennsylvania Criminal History Policy and Code of Conduct (2011-01) July 1, 2011  
Contact: Jeffrey Backer (717) 346-0640
- M. Pennsylvania Center for Practice Transformation and Innovation**
- 1. State Innovation Model Grant**
- State Innovation Model Plan  
Contact: Stephanie Kupper-Smith (717) 547-3103

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**Department of HUMAN SERVICES (DHS)**

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*(Editor's Note: Statements of Policy are in upper and lower case. Notices of Rule Change are in all capitals. Notices of Rule Change adopted more than 180 days before deposit are starred (\*).*

**Office of Children's Health Insurance Program—Contact: Marcy Domen (717) 705-4196**

Children's Health Insurance Program (CHIP) State Plan

10/01/2012 Children's Health Insurance Program Policy and Procedures Manual

**POLICY STATEMENTS:**

<i>Year</i>	<i>Subject</i>	<i>Effective Date</i>	<i>Clarification number</i>
2012	Release of CHIP Policy and Procedures Manual	10/20/2012	2012-06
2012	Discontinuance of Act 68 Quarterly Complaints and Grievances Reports (Medical and Behavioral Health/Substance Abuse); Options for Review Process	12/31/2012	2012-07
2013	Revised CHIP Policy and Procedures Manual—Chapter 37.2: Benefits Package	02/05/2013	2013-01
2013	HIPAA Breach Reports	01/17/2013	2013-02
2013	Aetna Discontinuance in 18 Counties	01/17/2013	2013-04
2013	Exhausted Dental and Orthodontia Benefits Reporting CY2013	01/01/2013	2013-05
2013	834 Monthly Audit/Compare File	03/01/2013	2013-06
2013	Internal Cross Match	03/01/2013	2013-07
2013	Revised Letter to Physician (Appendix 19E)	02/27/2013	2013-09
2013	CHIP and AdultBasic Notice of Privacy Practices	09/16/2013	2013-11
2013	Elimination of the Uninsured Period	10/23/2013	2013-13
2014	Incomplete Applications for Children's Tax Filing Status	02/18/2014	2014-01
2014	Instructions for Processing Federally-Facilitated Marketplace (FFM) Referrals	02/21/2014	2014-03
2014	CHIP Policy & Procedure Manual Updates	04/08/2014	2014-05

<i>Year</i>	<i>Subject</i>	<i>Effective Date</i>	<i>Clarification number</i>
2014	Changes to the Prospective Payment System (PPS)	05/12/2014	2014-07
2014	Revised CHIP Policy and Procedures Manual—Chapters 39 and 40 Contact Information	05/30/2014	2014-08
2014	HIPAA Breach Reports	06/12/2014	2014-09
2014	Discontinuance of Submission of Quarterly Pharmacy Data	06/12/2014	2014-10
2014	Discontinuance of 834 Monthly Audit/Compare File	11/17/2014	2014-12
2014	Discontinuance of the Monthly Internal Cross Match Report	11/17/2014	2014-13
2015	HIPAA Breach Reports	02/02/2015	2015-02
2015	Changes to CHIP Application and Renewal Notices	02/26/2015	2015-04
2015	Compliance with Utilization Review Methodology of Act 106 of 1989	07/01/2015	2015-05
2015	Handling Service Limits on Children Moving To/From At-Cost CHIP	07/01/2015	2015-06
2015	Contractor Compliance	08/04/2015	2015-07
2015	Revised Letter to Physician (Appendix 19E)	02/27/2015	2015-08
2015	Including Minimal Essential Coverage Benefits to Free and Low-Cost CHIP	08/28/2015	2015-09
2015	Transformed Medicaid Statistical Information System (TMSIS)	10/13/2015	2015-10
2015	Healthcare Effectiveness Data and Information Set (HEDIS) 2016 and the Consumer Assessment of Health Plans Survey (CAHPS) 2016 Survey	10/22/2015	2015-11
2015	Extended Dental Benefits and Orthodontia Reporting Stated in CY 2012	11/01/2015	2015-12
2016	CHIP PPS Monthly Reporting Requirements	03/15/2016	2016-01
2016	2016 CHIP Routine Reporting Requirements	03/18/2016	2016-02
2016	Changes to COMPASS and HealthCare Handshake Routing Rules	06/27/2016	2016-03
2016	Monthly HEDIS Measures	06/20/2016	2016-04

<i>Year</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Clarification Number</i>
2012	Change to Household Composition Computation	05/25/2012	# 2012-01
2012	Processing CAO Referrals with Zero Income	06/29/2012	# 2012-02
2012	Delay in Health Choices Expansion	09/04/2012	# 2012-03
2014	Outreach and Enrollment to Children Denied for Incomplete Applications Due to Tax Filing Status	03/28/2014	# 2014-01
2014	Implementation of Transmittal 2014-5	04/30/2014	# 2014-02
2014	Acceptable Income Verification Documentation within 60 Days	05/08/2014	# 2014-03
2014	Processing Applications and Renewals Without Verified Income Deductions	06/04/2014	# 2014-04
2014	CHIP Application Revision	07/03/2014	# 2014-05
2014	Vision Benefits—Eyeglass Replacement	07/28/2014	# 2014-06
2014	Issues Related to CAPS Release 21	08/13/2014	# 2014-07
2015	FFM Application Received within 90 Days of Renewal Due Date	01/30/2015	# 2015-01
2016	Lead Screening Requirements	06/14/2016	# 2016-01

**Office of Income Maintenance—Contact: Cathy Buhrig (717) 787-4081**

**POLICY STATEMENTS:**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1983	Ch. 166	Computation of CWEP Hrs.	10/25/83	166-83-57
	Ch. 275	Postmark Date as the Receipt Indicator for Appeals and for Requests for Reconsideration	03/15/84	275-84-10
1993	*CH. 166	PROVIDING SUPPORTIVE SERVICES TO PARTICIPANTS IN THE COMMUNITY WORK EXPERIENCE PROGRAM	08/21/93	166-93-01
1995	*CH. 257	MA ESTATE RECOVERY—CHAPTER 178—MEDICAL ASSISTANCE RESOURCES; CHAPTER 257—REIMBURSEMENT	06/01/95	257-95-01
1996	*CH. 125	ACT 1995-20 PROVISIONS RELATING TO PERSONS SENTENCED OR CHARGED FOR A FELONY OR MISDEMEANOR	04/05/96	125-96-01

**GUIDANCE MANUALS:**

- Cash Assistance Handbook
- Supplemental Nutrition Assistance Program (SNAP) Handbook
- Medical Assistance Eligibility Handbook
- Long Term Care Handbook
- Supplemental Handbook
- Medicaid in Pennsylvania
- Low-Income Home Energy Assistance Program Final State Plan
- Actions for Support
- TANF State Plan
- Homeless Assistance Program—Instructions and Requirements
- Summary of Pennsylvania's State Food Stamp Employment and Training Program
- TANF Work Verification Plan
- LIHEAP Handbook
- Pennsylvania Child Support Handbook
- Employment, Advancement and Retention Network (EARN) Program and Policy Procedures Manual
- WORK READY Program and Policy Procedures Manual
- Keystone Education Yields Success (KEYS) Program Policy and Procedures Manual
- Maximizing Participation Project (MPP) Program Policy and Procedures Manual
- Human Services Development Fund Instructions and Requirements
- Early Intervention Annual Expenditure Report Instructions
- Human Services Block Grant Annual Expenditure Report Instructions
- Human Services Non-Block Grant Annual Expenditure Report Instructions

**Office of Medical Assistance—Contact: Dan De Lellis (717) 772-6341**

**POLICY STATEMENTS:**

<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1981	Ch. 1251	Clarification of M.A. Bulletin # 22-80-01	08/19/81	22-81-01
	Ch. 1121	Info. Concerning Claims Submitted as Compounded Prescriptions	06/30/82	19-82-02
1984	Ch. 1251	Revisions to MA Chapter 1251 (Funeral Directors' Services)	05/11/84	22-84-01
1984	Ch. 1101	Third Party Resource and Copay	11/01/84	99-84-15
1985	Ch. 1141	Physician Assistant Use	04/22/85	01-85-05
	Ch. 1101	Allergy Testing—Exemptions from Co-Payments	10/15/85	01-85-18 11-85-20 12-85-11 10-85-02
	Ch. 1101	Professional Component Billing Regarding Patient Transport	10/15/85	01-85-16
	Ch. 5100	Requirements for Treatment Plans Documentation of Treatment	10/31/85	29-85-02 33-85-02
1986	Ch. 1141	Payment Policy for Abortion Clinic Visits	09/10/86	10-86-02 11-86-10
	Ch. 1101	Policy Clarification Re: Provider's Signature	09/19/86	99-86-06
	Ch. 1150	Payment Policy for Consultations	10/23/86	03-86-07

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1101	Preclusion of Convicted Persons, Not Providers, from Participation or Involvement in the MA Program	10/24/86	99-86-09
	Ch. 1123	Durable Medical Equipment Warranties	10/28/86	05-86-02 19-86-07
1987	Ch. 1101	Physicians' Responsibility when Ordering Home Health Services	01/12/87	01-87-01
	Ch. 1149	Palliative Emergency Treatment	04/24/87	03-87-02 27-87-01
	Ch. 1187	Barber and Beauty Costs	05/15/87	35-87-04 36-87-01
	Ch. 1101 Ch. 1123	Coverage for Motorized Wheelchairs	07/30/87	05-87-02 01-87-08 19-87-06
	Ch. 1123	Policy Relating to Apnea Monitors	09/02/87	01-87-15 05-87-04 19-87-09
	Ch. 1187	Barber and Beauty Costs	10/22/87	35-87-07 36-87-08
	Ch. 140	Use of the PA 162 Forms for Notification of Medical Assistance Eligibility	10/22/87	99-87-10
	Ch. 5310	Medical Assistance Coverage for Recipients Residing in Community Residential Facilities	10/23/87	99-87-11
	Ch. 1150	Time Limit for Claim Resubmissions And Recovery of Overpayments	11/03/87	99-87-12
1988	Ch. 1150	Place of Service Review (PSR) Program	01/04/88	01-88-01 03-88-01 04-88-01 06-88-01 08-88-01 11-88-01
	Ch. 1150	Place of Service Review (PSR) Program	03/04/88	01-88-02 03-88-02 04-88-02 06-88-02 08-88-02 11-88-03
	Ch. 140	Healthy Beginning—Presumptive Eligibility Program	04/01/88	99-88-04
	Ch. 1123	List of Accredited Rehabilitation Facilities to be used for Motorized Wheelchair Evaluation	04/06/88	01-88-04 05-88-02 19-88-03
	Ch. 150	Medical Assistance Eligibility Change For Aliens	04/13/88	99-88-05
	Ch. 1151	Revisions to Chapters 1151 and 1163 1163 Regulations	06/29/88	11-88-02 12-88-05 13-88-05 1151-88-02 1163-88-02
	Ch. 1101	Policy Clarification Regarding Physician License	07/01/88	1101-88-01
	Ch. 1223	Revision of Inpatient Hospital Drug And Alcohol Detoxification Payment Policy	09/09/89	01-88-11 11-88-11 1163-88
	Ch. 1150	Desk Reference	10/06/88	29-88-01 33-88-01
1989	Ch. 140	Healthy Horizons and Medicare Cost Sharing	01/04/89	99-89-02
	Ch. 1150	Billing Instructions—Services Covered Only By Medicare	05/18/89	99-89-03
	—	Signature Requirements and Encounter Forms	05/26/89	99-89-05
	Ch. 1150	Proper Use of Place of Service Codes	07/05/89	03-89-05

<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1101	Policy Reminder Regarding Practitioner License Requirements		1101-89-02 03-89-08 04-89-07 07-89-02 15-89-02 31-89-02
	Ch. 1101 1150	Penalty for Bypassing Place of Service Review	11/03/89	01-89-09 03-89-06 04-89-05 06-89-04 08-89-04 11-89-10
	Ch. 1150	Michael Dallas Model Waiver Program For Technology—Dependent Children	11/03/89	99-89-13
	Ch. 1247	Targeted Case Management Services	11/13/89	99-89-12 1247-89-01
	—	Additional Category Eligible for Medicare-Cost Sharing Benefits	12/27/89	99-89-15
1990	Ch. 1121	Special Billing Instructions for Persantine	01/19/90	01-90-01
	Ch. 1150 1163 1249 1121 1126	AIDS Waiver Program	04/02/90	01-90-02 02-90-01 05-90-02 19-90-01 23-90-01 38-90-01 39-90-01
	Ch. 1150	Payment Policy for Consultations	04/27/90	1150-90-01
	Ch. 1150	The Medicare Catastrophic Coverage Act of 1988 the Medicare Catastrophic Coverage Repeal Act of 1989	05/18/90	34-90-09
	Ch. 1140	Provider Participation Requirements for Healthy Beginning Plus	06/12/90	1140-90-01 01-90-06 09-90-01 10-90-02 11-90-04 23-90-05 26-90-02 30-90-02 31-90-01
	Ch. 1163	Inpatient Hospital Services Retrospective Review Findings	07/09/90	11-90-08 12-90-03 13-90-02
	Ch. 1144	Certified Registered Nurse Practitioner	07/31/90	99-90-05 1144-90-01
	—	Increase in Eligibility Guidelines	08/15/90	99-90-06
	Ch. 1241	EPSDT Services	10/15/90	99-90-07 1241-90-01
	Ch. 1141	Allergen Immunotherapy		
1991	Ch. 1141 1149 1143 1221	Billing Procedures—Multiple Surgical Surgical/Obstetrical and Anesthesia Procedures	03/01/91	01-91-01 03-91-01 04-91-01 10-91-01 11-91-01 44-91-01 49-91-01
	Ch. 1150	180-day Exception Request and Invoice Submission Time Frame	03/01/91	99-91-02

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1123	Incontinence Products and Diapers	03/21/91	01-91-02 02-91-01 05-91-01 19-91-01 23-91-01
	Ch. 1121	Manufacturers' Rebate Program Corrections and Clarifications	05/20/91	01-91-07 02-91-03 03-91-05 04-91-05 10-91-04 11-91-06 12-91-03 19-91-05 26-91-03 28-91-02 29-91-02 30-91-02 33-91-02 49-91-03
	Ch. 1121	Manufacturers' Rebate Program	05/31/91	01-91-08 02-91-04 03-91-06 04-91-06 10-91-05 11-91-07 12-91-04 19-91-06 26-91-04 28-91-03 29-91-03 30-91-03 33-91-03 49-91-04
	—	Certification of Need—Medical Assistance Patients Under the Age of 21	06/24/91	13-91-01
	Ch. 1101	Lock-In Enhanced Recipient Restriction Program	07/12/91	99-91-04
	—	Third Party Resources Edits 608 and 616	07/26/91	99-91-05
	*CH. 1101	EPSDT—OBRA '89	08/02/91	1101-91-01
	CH. 1121			1121-91-02
	CH. 1123			1123-91-01
	CH. 1241			1241-91-01
	Ch. 1123	Repair and Replacement of Durable Medical Equipment (DME), Orthotics And Prosthetics	10/01/91	05-91-04 19-91-14
	Ch. 1101 1150 1241	Payments for Vaccines	11/06/91	1221-91-01
	Ch. 1121	Clorazil Monitoring and Evaluation Visit	11/06/91	29-91-07 1153-91-01
1992	Ch. 1221	Billing for Emergency Room Services for Recipients Who are Hospitalized On the Same Day	01/17/92	11-92-02 13-92-01 12-92-01 53-92-01
	Ch. 1147	Increased Fees for Vision Services	01/31/92	01-92-02 05-92-01 15-92-01 19-92-02
	*Ch. 1141 *Ch. 1153	Clozapine Support Services	01/31/92	1141-92-01 1153-92-01 01-92-04 29-92-02 33-92-04

## NOTICES

<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	—	Independent Team—Certification of Need—Medical Assistance Patients Under the Age 21	02/21/92	13-92-03
	Ch. 1149	Dental Management Fee Guidelines	02/21/92	03-92-03
	Ch. 1147	Clarification of Vision Services	04/17/92	01-92-05 05-92-02 15-92-03 19-92-04
	Ch. 1181	Reimbursement for Hospital Reserved Bed Days During A Medicare Benefit Period	05/01/92	1181-92-04
	—	Qualified Medicare Beneficiary Healthy Horizons Program	06/19/92	99-92-03
	Ch. 1163	Inpatient Hospital Services Retrospective Review Findings	07/03/92	11-92-11 12-92-11 13-92-07 53-92-05
	Ch. 1163	Automated Admission Certification	07/22/92	01-92-12 03-92-05 04-92-04
	Ch. 1163	Hospital Utilization Review Changes	07/22/92	06-92-01 08-92-01 11-92-12 12-92-12 13-92-08 53-92-06
	Ch. 1126	Increase in Hospital Special Treatment Room Support Component—Payment For Observation and Monitoring in ASC's and SPU's	08/11/92	06-92-02 08-92-02 11-92-13
	Ch. 1121	Norplant Coverage	12/07/92	01-92-20 10-92-10 11-92-21 30-92-06
	Ch. 1101	Basic Health Care for Adult General Assistance Recipients	12/23/92	99-92-07
	Ch. 1121	Changes in Medical Assistance Pharmaceutical Benefits	12/23/92	01-92-19 02-92-03 03-92-08 04-92-09 10-92-09 11-92-20 12-92-16 19-92-15 26-92-05 28-92-03 29-92-03 30-92-05 33-92-04 49-92-08
1993	—	Accessing Mental Health Services Not Currently Included in the Medical Assistance Fee Schedule for Eligible Children and Adolescents Under 21 Years Of Age	01/19/93	01-93-03 29-93-02 33-93-02 41-93-01 48-93-01
	—	Payment for Mental Health Services Provided in a Residential Treatment Facility for Eligible Individuals Under 21 Years of Age	01/19/93	01-93-04 11-93-02 13-93-02 41-93-02 53-93-02 1165-93-07
	—	Enrollment Procedure Changes	01/22/93	29-93-01 33-93-01



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	Ch. 1101	<i>Interim Agreement Felix et al. v. Casey et al.</i>	01/28/93	99-93-01 1101-93-02
	Ch. 1123	Reminder that Medical Equipment And Supplies Must be Prescribed	01/29/93	01-93-02 03-93-01 04-93-01 05-93-01 07-93-01 19-93-02
	Ch. 1101	Additional Copayment Expenses	02/17/93	01-93-01 19-93-01 1101-93-01
	Ch. 1123	Prior Authorization Rental of Nebulizers	04/09/93	01-93-06 05-93-03 19-93-04
	Ch. 1121	Intrauterine Devices	05/13/93	01-93-09 10-93-01 11-93-04
	Ch. 1101 1150	Voucher System For the General Assistance Basic Health Care Package Update	06/30/93	01-93-12 04-93-04 07-93-03 10-93-04 11-93-07 15-93-02 19-93-09 26-93-04 30-93-03 49-93-04
	*CH. 1121	CHANGES IN THE MEDICAL ASSISTANCE PHARMACEUTICAL BENEFITS	07/09/93	1121-93-01
	*CH. 1149	DENTAL SERVICES FOR ADULTS	07/09/93	1149-93-01
	Ch. 1150	Revised Definition for Established Patient Evaluation and Management Visit and Consultation	07/13/93	01-93-14 04-93-05
	*CH. 1101	BASIC HEALTH CARE FOR ADULT GENERAL ASSISTANCE RECIPIENTS ( <i>FELIX ET. AL. V. CASEY ET. AL.</i> ) STIPULATION OF SETTLEMENT	07/21/93	1101-93-03
	*CH. 1101	UPDATE TO EXCEPTIONS PROCESS AND CRITERIA UNDER THE GENERAL ASSISTANCE BASIC HEALTH CARE PACKAGE	07/21/93	1101-93-04
	Ch. 1147	Specific Procedure Code for Deluxe Eyeglass Frames	08/02/93	01-93-16 05-93-05 15-93-04 19-93-12
	Ch. 1163	Change in Automated Utilization Review Toll-Free Telephone Number	08/04/93	01-93-17 03-93-06 04-93-07 06-93-01 08-93-01 11-93-10 12-93-05 13-93-04 26-93-05 53-93-03
	Ch. 1241	Centers for Disease Control Blood Lead Testing	09/03/93	1241-93-01 01-93-18 10-93-06 11-93-12 17-93-02 26-93-06 49-93-06

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	Ch. 1101	Business Arrangements Between Nursing Facilities and Pharmacy Providers	10/08/93	1101-93-05 19-93-16 25-93-01 35-93-03 36-93-03
	Ch. 1101 1150	Payment Policy for the Professional Component of Radiology Services And Electrocardiograms	10/29/93	01-93-19 11-93-13 12-93-06 13-93-05 53-93-04
	Ch. 1101 1150	Procedures for Submitting Invoices For Services Provided to Retroactively Eligible Newborns	12/06/93	99-93-11
	Ch. 1241	Environmental Lead Investigations	12/15/93	99-93-12
	Ch. 1101 1150	Newborn Eligibility Update and Corrections to Previous Bulletins	12/20/93	09-93-02 11-93-15 31-93-02
	Ch. 1101 1150	Newborn Eligibility Update	12/20/93	99-93-14
	Ch. 1245	Payment for Non-emergency Transportation for Nursing Home Patients	12/27/93	18-93-01
	—	OBRA Procedures for Individuals with Mental Retardation	12/30/93	00-93-30
1994		EVS Response Worksheet (MA 464)	01/20/94	99-94-01
	Ch. 1101	General Assistance (GA) Basic Health Care Package Voucher System and Rejected Invoices	03/02/94	01-94-03 04-94-01 07-94-01 10-94-01 11-94-02 15-94-01 19-94-02 26-94-01 30-94-01 49-94-02
	Ch. 1101	General Assistance (GA) Basic Health Care Package Voucher System and Rejected Invoices	03/02/94	04-94-01 07-94-01 10-94-01 11-94-02 15-94-01 19-94-02 26-94-01 30-94-01 49-94-02
	—	1. ACCESS to Medical Assistance for Children, Pregnant Women and Their Families (PA 600C) 2. Provider Application For Benefits (PA 600P)	03/31/94	99-94-05
	—	Implementation of the Family Care Network: A Primary Care Case Management Program for Children and Adolescents	04/01/94	99-94-06
	—	Plan of Care Summary	04/01/94	01-94-05 41-94-02 48-94-02 49-94-03 50-94-02
	Ch. 1241	Update to Blood Lead Testing Guidelines	04/08/94	1241-94-01
	Ch. 1123	Audiological Services	04/28/94	01-94-08 05-94-03 11-94-06 19-94-04 50-94-03

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	—	Billing Procedures for Partial Hospitalization Services that Exceed The Total Number of Hours	04/29/94	33-94-01
	Ch. 1149	Provider Training on Completing The Dental Services Invoice (MA 300D)	05/05/94	03-94-02
	—	Medicare Part B Crossover	05/05/94	99-94-07
	*CH. 1239	MA CASE MANAGEMENT SERVICES FOR RECIPIENTS UNDER THE AGE OF 21	05/17/94	1239-94-01 99-94-08
	Ch. 1249	Procedures for Prior Authorization Of Home Health Services	06/10/94	23-94-04
	Ch. 1121	Discontinuance of Pharmacy Vouchers For General Assistance Recipients and Enforcement of Limits	06/24/94	01-94-13 19-94-09
	*CH. 1121	PHARMACEUTICAL SERVICES DRUG COVERAGE FOR MEDICALLY NEEDY IN NURSING FACILITIES	06/24/94	1121-94-01
	Ch. 1121	Brand Medically Necessary Drugs Prior Authorization Billing Procedure And Drug List	07/01/94	19-94-10
	Ch. 1121	Brand Medically Necessary Drugs Prior Authorization Request Procedure And Drug List	07/01/94	01-94-15 03-94-03 04-94-04
	—	Medical Case Management Recordkeeping Forms	07/06/94	99-94-11
	Ch. 1147	Proper Billing of Tonography and Provocative Test for Glaucoma	07/14/94	01-94-14 15-94-03
	*CH. 1121	PHARMACEUTICAL SERVICES PRIOR AUTHORIZATION REQUIREMENT MULTISOURCE BRAND NAME DRUGS	08/26/94	1121-94-02 01-94-17 03-94-04 04-94-05 19-94-11
	*CH. 1121 CH. 1126 CH. 1129 CH. 1141 CH. 1163 CH. 1221 CH. 1225 CH. 1242	TREATMENT OF INFERTILITY—DISCONTINUED COVERAGE FOR DRUGS AND RELATED SERVICES	08/30/94	1121-94-03 1126-94-01 1129-94-01 1141-94-01 1163-94-01 1221-94-01 1225-94-01 1242-94-01 99-94-13
	*CH. 1101	GENERAL ASSISTANCE RESTRUCTURE AS A RESULT OF ACT 49	09/02/94	1101-94-01 99-94-14
		Medicare Deductible and Coinsurance Amounts for Medical Supplies for Residents in a Nursing Home	09/02/94	05-94-07 19-94-13
	Ch. 1141 1143	Selected Office Surgical Procedures Performed in the Office	09/02/94	01-94-19 04-94-06
	—	Clarification Bulletin 18-93-01	09/23/94	18-94-01
	Ch. 1150	Revised Billing Instructions for the HCFA1500	11/14/94	99-94-15
	*CH. 1153	PRIOR AUTHORIZATION OF PARTIAL HOSPITALIZATION	12/30/94	1153-94-01
1995	—	Signature Requirements	02/01/95	01-95-01 29-95-01 33-95-01 41-95-01 49-95-01 50-95-01
	—	Payment of Partial Hospitalization Services After Medicare	02/14/95	33-95-02
	—	AIDS Waiver Program (0192 Waiver Program); the Physician's Role In Recipient Enrollment	02/23/95	01-95-02 02-95-01 10-95-01 11-95-01

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—		Implementation of the Lancaster Community Health Plan	03/27/95	99-95-02
—		Reimbursement of Nurse Aide Training And Testing Fees	04/06/95	34-95-01 35-95-01 36-95-01 1181-95-01
—		Nutritional Consultations under the AIDS Waiver Program (0192 Waive)	04/26/95	01-95-05 02-95-03 10-95-02 11-95-02 23-95-02 27-95-01 28-95-01 30-95-01 38-95-01 39-95-01
—		Changes to the Services Available Under the AIDS (0192) Waiver Program	05/12/95	01-95-06 02-95-05 05-95-02 10-95-03 11-95-03 17-95-01 19-95-03 23-95-03 27-95-02 28-95-02 30-95-02 38-95-02 39-95-02
Ch. 1141		Mammography Quality Standards Act (MQSA)	06/02/95	01-95-09 10-95-05 11-95-06 12-95-02 20-95-02 30-95-05
—		1. Announcement of New Forms Printing Contractor 2. Instructions on Ordering Medical Assistance (MA) Forms	07/14/95	99-95-06
Ch. 1121		Prescription Payment Systems Revisions	09/22/95	01-95-14 19-95-05
Ch. 1141		Payment for Cleft Palate Services For Individuals Under 21 Years of Age	10/06/95	01-95-16 03-95-03 41-95-05 50-95-05
Ch. 1221		Non-Emergency Use of the Emergency Room	10/13/95	01-95-19 11-95-11 12-95-06
—		Announcement of the Pennsylvania Department of Aging (PDA) Waiver	10/16/95	01-95-17 05-95-04 18-95-01 19-95-06
		Changes to the Eligibility Verification System	11/22/95	99-95-08

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	—	Additional Benefits Covered by the Special Pharmaceutical Benefits Program	11/30/95	01-95-22 02-95-07 05-95-06 11-95-14 13-95-03 14-95-03 19-95-08 23-95-10 26-95-03 27-95-03 29-95-06 32-95-09 33-95-07 35-95-08 36-95-08 49-95-03
	CH. 1163	Payment Policy For Abortion Services	12/15/95	1163-95-02
	Ch. 1221	Change in Billing Procedure for Emergency Room Visits	12/28/95	01-95-23
1996	Ch. 1121	Brand Name Drugs Prior Authorization 0 Updated List	1/19/96	01-96-01 02-96-01 03-96-01 04-96-01 10-96-01 11-96-01 12-96-01 19-96-01 26-96-01 28-96-01 29-96-01 30-96-01 33-96-01 49-96-01
	Ch. 1141	Rate Change for Pediatric Office Visits	02/05/96	01-96-02 10-96-02 11-96-02 26-96-02 49-96-02 50-96-01
	—	Continuity of Prior Authorized Services Between Fee-for-Service and Managed Care Plans for Individuals Under Age 21	02/29/96	99-96-01
	—	Revisions to Billing Instructions for the Pennsylvania Department of Aging (PDA) Waiver	04/01/96	01-96-07 05-96-02 18-96-01 19-96-07 23-96-03 28-96-05 29-96-04 33-96-04 39-96-01
	Ch. 1121	Procedure to Request Prior Authorization For Anti-Ulcer Drugs	04/02/96	01-96-05 02-96-03 03-96-03 04-96-03 10-96-04 11-96-04 12-96-03 26-96-04 28-96-03 29-96-03 30-96-03 33-96-03 49-96-04

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	Ch. 1121	Procedure to Bill Anti-Ulcer Drugs Requiring Prior Authorization	04/02/96	19-96-05
	Ch. 1121	Prior Authorization of Anti-Ulcer Drugs	04/02/96	01-96-08 02-96-05 03-96-04 04-96-04 10-96-05 11-96-07 12-96-05 19-96-08 26-96-06 28-96-06 29-96-05 30-96-06 33-96-05 49-96-06
	Ch. 1101 1150	Hearing Aid Batteries Added to Medical Assistance Program Fee Schedule	04/02/96	03-96-09 05-96-03 11-96-08 19-96-09 50-96-02
		Procedure for Service Description	04/29/96	01-96-11 41-96-01 48-96-01 50-96-04
	—	InterQual Intensity/Severity/Discharge (ISD) Criteria for Review of Hospital Admissions	05/22/96	01-96-13 11-96-12 13-96-01
	—	Provider Billing Information for the Family Care Network (FCN) Program	05/23/96	99-96-04
	—	Implementation of Act No. 1996-35	06/14/96	99-96-05
	Ch. 1141	Clarification of the Rate Change for Pediatric Office Visits Bulletin	07/19/96	01-96-16 10-96-08 11-96-15 26-96-09 49-96-08 50-96-06
	—	HealthCare Benefits Package 12 Employability Assessment Procedure Code List	08/19/96	01-96-17 10-96-09 11-96-17 12-96-11 15-96-02 16-96-03 20-96-02 26-96-10 28-96-08 29-96-07 49-96-09

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—		Additions to the Special Pharmaceutical Benefits Program Drug Formulary	09/03/96	01-96-18 02-96-06 05-96-05 11-96-18 13-96-04 14-96-03 19-96-15 23-96-06 26-96-11 27-96-01 29-96-08 32-96-01 33-96-06 35-96-08 36-96-08 49-96-10
	Ch. 1101	GA and GA-related Medical Assistance Deductible Procedures	09/30/96	06-96-03 08-96-03 11-96-20 12-96-13 13-96-06 53-95-02
	Ch. 1241	Statewide Implementation of the Vaccines for Children (VFC) Program	10/04/96	01-96-19 10-96-10 11-96-21 26-96-12
	Ch. 1149	Information on New Procedures for Submitting Evaluating Orthodontic Prior Authorization Requests	10/21/96	03-96-06
	Ch. 1163 1141	Neonatal Intensive Care Procedure Costs	10/25/96	01-96-20
—		Healthcare Benefit Package 12 Employability Assessment Update	11/15/96	01-96-22 10-96-12 11-96-23 12-96-15 15-96-03 16-96-04 20-96-03 26-96-14 28-96-09 29-96-09 49-96-11
—		Implementation of the HealthChoices Program	11/18/96	99-96-08
	Ch. 1141	Revision to Physician Assistant and Midwife Supervision Requirements	11/22/96	01-96-21 02-96-07 06-96-04 08-96-04 09-96-01 10-96-11 11-96-22 12-96-14 25-96-02 26-96-13 30-96-08 37-96-02 38-96-01 1141-96-01

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	—	Clarification of Act 35 Issues	12/04/96	01-96-23 10-96-13 11-96-24 12-96-16 13-96-07 14-96-04 26-96-15 28-96-10 29-96-10
	—	Special Pharmaceutical Benefits Program Automated Claims Processing System	12/11/96	01-96-24 02-96-08 05-96-06 11-96-25 13-96-08 14-96-05 19-96-16 23-96-07 26-96-16 29-96-11 32-96-02 33-96-07 49-96-12
1997	Ch. 1145	Change in Recipient Access to Chiropractic Services in the Family Care Network (FCN) Program	02/12/97	99-97-02
	Ch. 1121	HealthChoices Protease Inhibitors Special Billing Procedure	02/21/97	19-97-02
	Ch. 1121	Prospective Drug Use Review Therapeutic Duplication Screening	02/21/97	19-97-01
	—	Expansion of the Pennsylvania Department of Aging (PDA) Waiver	02/28/97	23-97-01 28-97-01 29-97-01 33-97-01
	—	Expansion of the Pennsylvania Department of Aging (PDA) Waiver	02/28/97	01-97-02 05-97-01 18-97-01 19-97-03 55-97-01
	—	Pennsylvania Department of Aging (PDA) Waiver Program Handbook	02/28/97	35-97-03 36-97-03
	—	Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions	02/28/97	23-97-03 28-97-03 29-97-03 33-97-03
	—	Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions	02/28/97	01-97-03 05-97-02 18-97-02 19-97-04
	—	Pennsylvania Department of Aging (PDA) Waiver Program Handbook	02/28/97	55-97-02
	—	Pennsylvania Department of Aging (PDA) Waiver Certification Process	02/28/97	23-97-02 28-97-02 29-97-02 33-97-02 35-97-02 36-97-02
	—	Expansion of the Pennsylvania Department of Aging (PDA) Waiver	02/28/97	35-97-01 36-97-01



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	Ch. 1121	Brand Name Drugs Prior Authorization Updated List	03/17/97	01-97-06 02-97-01 03-97-02 04-97-02 10-97-01 11-97-03 12-97-01 19-97-06 26-97-02 28-97-04 29-97-04 30-97-01 33-97-04 49-97-01
	Ch. 1121	Updates to State Maximum Allowable Cost (State MAC) List	03/21/97	01-97-04 19-97-05
	Ch. 1150 1141	Discontinuance of the Mandatory Second Program (SOP)	03/25/97	01-97-05 03-97-01 04-97-01 06-97-01 08-97-01 11-97-02 12-97-02 26-97-01 1150-97-01
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 1997 HCPCS Updates	04/10/97	05-97-03 19-97-07 23-97-04
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 1997 HCPCS Updates	04/10/97	01-97-07 03-97-03 04-97-03 10-97-02 11-97-04 12-97-03 15-97-01 16-97-01 17-97-02 20-97-01 30-97-02 43-97-01 49-97-02 50-97-01
	Ch. 1221	Change in Billing Procedure for Emergency Room Visits	05/12/97	11-97-05 12-97-04 13-97-01
	Ch. 1141 1144 1241	Diagnostic and Psychological Evaluations	05/28/97	01-97-08 17-97-03 41-97-01 48-97-01 49-97-03 50-97-02
	—	Pennsylvania Department of Aging (PDA) Waiver Procedure Code Update	06/06/97	01-97-09 05-97-04 18-97-03 19-97-08 23-97-05 28-97-05 29-97-05 33-97-05

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	Ch. 1101 1150	Provider Produced Invoices	06-11-97	99-97-03
—		HealthChoices Phase 2 Extension Of Enrollment Period	06/17/97	99-97-04
	Ch. 1101 1150	Changes to the Medical Assistance Program 1997 HCPCS Updates	06/30/97	01-97-11 03-97-04 04-97-04 10-97-04 11-97-07 12-97-05 15-97-02 16-97-02 17-97-05 20-97-02 30-97-03 43-97-02 49-97-04 50-97-04
—		InterQual Intensity/Severity/Discharge (ISD) Criteria for Review of Hospital Admissions	07/01/97	01-97-12 11-97-08 12-97-06 13-97-02
	Ch. 1241	Training for EPSDT Expanded Services (Provider Type 50) on Completing Medical Assistance Invoices	07/07/97	50-97-03
	Ch. 1241	Revised Recommended Childhood Immunization Guidelines	07/23/97	1241-97-01 01-97-13 01-97-13 10-97-05 11-97-09 17-97-06 26-97-04 49-97-05
	Ch. 1141	Revision to Physician Assistance and Midwife Supervision Requirements	07/30/97	01-97-14 02-97-02 06-97-02 08-97-02 09-97-01 10-97-06 11-97-11 12-97-07 25-97-01 26-97-05 30-97-04 31-97-01 37-97-01 38-97-01 1141-97-01
	Ch. 1121	Pharmacy Recordkeeping Requirements	08/04/97	19/97/10
—		Revised Social Security Administration Definition of Disability for Children	08/08/97	99-97-05
	Ch. 1163	Cost Outlier Payments for Certain Burn And Neonate Cases	08/11/97	11-97-10
—		Reporting Procedures for Residents Targeted Under OBRA '87 and OBRA '90	08/29/97	34-97-01 35-97-04 36-97-04

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	Ch. 1101 1150	Accurate Billing for Units of Service Based on Periods of Time	09/17/97	99-97-06
	Ch. 1121	Updates to State Maximum Allowable Cost (State MAC) List	09/17/97	01-97-15 19-97-11
	—	The Addition of Viracept to the Special Pharmaceutical Benefits Program Formulary	11/10/97	01-97-18 02-97-03 11-97-12 19-97-13 23-97-06 26-97-06 28-97-07 30-97-05 35-97-05 36-97-05 37-97-02 45-97-01 46-97-01
	—	Amendment to Medical Assistance Bulletin # 99-96-08	11/20/97	99-96-11
	Ch. 1121	Updates to State Maximum Allowable Cost (State MAC) List	11/21/97	01-97-17 19-97-12
	—	Amendment to Medical Assistance Bulletin # 99-96-08	11/27/97	99-96-09
	Ch. 1101 1150	Billing Instructions for Medicare Part B Claims	11/27/97	99-96-10
	Ch. 1147	Revisions to the HealthCare Benefits Packages Reference Chart (MA 446)	12/18/97	99-97-07
	—	HealthChoices Southwest Mandatory Managed Care Program Implementation Schedule	12/19/97	99-97-08
1998	Ch. 1141	Physician Services Handbook Replacement Pages	01/20/98	01-98-01
	Ch.1150	Clarification of Procedures for Requesting Copies of Medical Assistance Recipients' Bills	02/27/98	99-98-01
	—	Training for Nursing Facilities on Completing Medical Assistance Invoices	03/03/98	35-98-02 36-98-02
	—	Medical Assistance (Medicaid) Financial Eligibility Application For Long Term Care, Supports and Services (PA 600L)	03/03/98	11-98-01 12-98-01 14-98-01 24-98-01 25-98-01 34-98-01 35-98-01 36-98-01 51-98-01 53-98-01 55-98-01 56-98-01
	—	Second Expansion of the Pennsylvania Department of Aging PDA Waiver	03/13/98	01-98-03 05-98-02 18-98-02 19-98-02 55-98-03
	—	Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (2nd Expansion)	03/13/98	01-98-02 05-98-01 18-98-01 19-98-01
	—	Second Expansion of the Pennsylvania Department of Aging (PDA) Waiver	03/13/98	35-98-05 36-98-05
	—	Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (2nd Expansion)	03/13/98	55-98-02

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—		Pennsylvania Department of Aging (PDA) Waiver Certification Process (2nd Expansion)	03/13/98	23-98-02 28-98-02 29-98-01 33-98-01 35-98-03 36-98-03
—		Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (2nd Expansion)	03/13/98	35-98-04 36-98-04
—		Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (2nd Expansion)	03/13/98	23-98-03 28-98-03 29-98-02 33-98-02
—		Second Expansion of the Pennsylvania Department of Aging (PDA) Waiver	03/13/98	23-98-04 28-98-04 29-98-03 33-98-03
	Ch. 1101 1150	Announcement of Revised Millennium Medical Assistance Claims Forms	03/16/98	99-98-02
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 1998 HCPCS Updates	03/25/98	05-98-03 04/06/98 01-98-04 03-98-01 04-98-01 10-98-01 11-98-02 12-98-02 15-98-01 16-98-01 17-98-01 20-98-01 30-98-01 43-98-01 49-98-01 50-98-01
	Ch. 1101 1150	Revisions to and Instructions for Completing & Submitting Revised "Millennium" Medical Assistance (MA) Claim Forms	04/22/98	99-98-04
—		Clarification of the HealthChoices Recipient Coverage Policy for Behavioral Health Services	04/30/97	01-98-05 17-98-02 41-98-01 48-98-01 49-98-02 50-98-02 53-98-02 80-98-01
—		Medical Assistance Surety Bonds Interim Procedures	05/01/97	23-98-06
	Ch. 1163	Revision of Utilization Guidelines for Inpatient Hospital Drug and Alcohol Services under the Medical Assistance Program	05/18/98	01-98-06 11-98-03 12-98-03 17-98-03 1163-98-01
—		Revised Case-Mix Reimbursement System Cost Report (MA-11)	05/20/98	35-98-07

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
—		Revised Medical and Treatment Self—Directive Statement	06/19/98	11-98-04 12-98-04 13-98-02 14-98-02 17-98-04 23-98-07 34-98-02 35-98-08 36-98-08 37-98-01 38-98-01 53-98-03
	Ch. 1101 Ch. 1141 Ch. 1150 Ch. 1221	Regulation Changes Regarding “Emergency Medical Condition”	07/01/98	1101-98-01 1141-98-01 1150-98-01 1121-98-01
		Medical Assistance Tele-Response System	07/01/98	99-98-05
—		The Addition of Viramune and Rescriptor to the Special Pharmaceutical Benefits Program Formulary	07/01/98	01-98-08 02-98-01 11-98-05 19-98-05 23-98-08 26-98-01 28-98-05 30-98-02 35-98-09 36-98-09 37-98-02 45-98-01 46-98-01
	Ch. 1150 1241	Increase in the Fees for the Administration Of Vaccines	07/01/98	01-98-09 10-98-02 11-98-06 12-98-05 49-98-03
	Ch. 1121	Updates to State Maximum Allowable Cost (State MAC) List	07/06/98	01-98-07 19-98-04
—		Preparation of Statements of Claim For Recipients Enrolled in Managed Care	07/07/98	99-98-07 258-98-01
	Ch. 1150	Implementation of “Millennium” Claims Submission	07/10/98	99-98-08
—		Change in Billing Procedure for Behavioral Health Rehabilitation Services	07/10/98	01-98-10 41-98-02 48-98-02 49-98-04 50-98-03
	Ch. 1101	Revisions to the HealthCare Benefits Packages Reference Chart (MA 446)	07/17/98	99-98-09
	Ch. 1123	Nebulizer Codes	07/24/98	01-98-11 05-98-04 10-98-03 11-98-07 12-98-06 19-98-06 23-98-09
	Ch. 1121	Updates to State Maximum Allowable (State MAC) List	08/14/98	01-98-12 19-98-07

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1121	Brand Name Drugs Prior Authorization Updated List	08/24/98	01-98-13 02-98-02 03-98-02 04-98-02 10-98-04 11-98-08 12-98-07 19-98-08 26-98-02 28-98-07 29-98-04 30-98-03 33-98-04 49-98-05
	—	InterQual Intensity/Sensitivity Discharge (ISD) Criteria for Review of Hospital Admissions	08/24/98	01-98-14 11-98-09 12-98-08 13-98-03
	—	The Office of Social Program's (OSP)/Independence Waiver	09/11/98	99-98-10
	—	Billing Instructions for the Community Services Program for Persons with Physical Disability Waivers	09/11/98	51-98-01
	Ch. 1150	Revised Billing Instructions for Medicare Part B Claims that Do Not Cross Over to Medical Assistance	09/14/98	99-98-11
	Ch. 1150	Medical Assistance Program Fee Schedule Revision 1998 HCPCS Updates	09/21/98	07-98-01
	Ch. 1150	Revision to Attachment Type Codes on Invoice Submissions	10/14/98	24-98-03 25-98-03 34-98-04 35-98-12 36-98-12
	—	Change in Medical Assistance (MA) Bulletin Mailing Procedure	10/14/98	01-98-15 03-98-03 04-98-03 07-98-02 15-98-02 31-98-01 41-98-03 44-98-01 49-98-06
	—	Statewide Expansion of the Pennsylvania Department of Aging (PDA) Waiver	11/17/98	10-98-05 11-98-10 12-98-09 13-98-04 14-98-03 17-98-05 20-98-02 23-98-10 26-98-03 28-98-08 29-98-05 33-98-05 37-98-03 41-98-04 43-98-02 45-98-02 46-98-02 48-98-03 49-98-07 51-98-03

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
—		Statewide Expansion of the Pennsylvania Department of Aging (PDA) Waiver	11/17/98	01-98-16 05-98-05 18-98-03 19-98-09 55-98-04
—		Statewide Expansion of the Pennsylvania Department of Aging (PDA) Waiver	11/17/98	35-98-13 36-98-13
—		Pennsylvania Department of Aging (PDA) Waiver Certification Process (Statewide Expansion)	11/17/98	10-98-06 11-98-11 12-98-10 13-98-05 14-98-04 17-98-06 20-98-03 23-98-11 26-98-04 23-98-09 29-98-06 33-98-06 35-98-14 36-98-14 37-98-04 41-98-05 43-98-03 45-98-03 46-98-03 48-98-04
—		Accurate Billing for Units of Service Based on Periods of Time	11/17/98	99-98-12
Ch. 1243		Clinical Laboratory Improvements Amendments (CLIA) Requirements	11/25/98	01-98-17 11-98-12 16-98-02 17-98-07
—		Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (Statewide Expansion)	12/22/98	35-98-15 36-98-15
—		Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (Statewide Expansion)	12/22/98	01-98-18 05-98-06 18-98-04 19-98-10
—		Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (Statewide Expansion)	12/22/98	10-98-07 11-98-13 12-98-11 13-98-06 14-98-05 17-98-08 20-98-04 23-98-12 26-98-05 28-98-10 29-98-07 33-98-07 37-98-05 41-98-06 43-98-04 45-98-04 46-98-04 48-98-05 49-98-09 51-98-05
—		Pennsylvania Department of Aging (PDA) Waiver Program Billing Instructions (Statewide Expansion)	12/22/98	55-98-05

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	Ch. 1141 Ch. 1153	Clozapine Support Services	12/29/98	33-98-08 29-98-08 01-98-19
		Procedure for Requesting Prior Authorization of Medical Assistance Case Management Services for Recipients Under the Age of 21	12/31/98	05-98-04
1999		Medicheck List: (1) Providers, Entities And Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for which Registration has been denied or approval withdrawn	01/01/99	88-99-01
	—	Address Change for Provider Inquiry	01/27/99	99-99-01
	—	Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in The Medical Assistance Program (2) Shared Health Facilities for which Registration has Been Denied or Approval Withdrawn	02/01/99	88-99-02
	—	Change in Procedure for Billing Administration of DT and Td Vaccines	02/09/99	01-99-02 10-99-01 11-99-02 26-99-02 49-99-01
	Ch. 1140	New Procedure Code for Healthy Beginnings Plus Program	02/12/99	01-99-01 11-99-01 23-99-01 26-99-01 30-99-01 31-99-01
	—	Continued Existence of the Fee-For-Service (FFS) Delivery System in the HealthChoices Zones and Use of HealthChoices Zones and Use of Access Cards	02/12/99	99-99-03
	—	The addition of Sustiva (efavirenz) and Ziagen (abacavir) to the Special Pharmaceutical Benefits Program Formulary	02/15/99	01-99-03 02-99-01 11-99-03 19-99-01 23-99-02 26-99-03 28-99-01 30-99-02 35-99-01 36-99-01 37-99-01 45-99-01 46-99-01
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 1999 HCPCS updates	02/26/99	99-99-02
	—	Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	03/01/99	88-99-03
	Ch. 1225	Price Increase and Additional Services For Family Planning Clinics	03/04/99	34-99-01 35-99-02 36-99-02
	Ch. 1221	Change in Podiatric Billing Procedure For Emergency Room Visits	03/22/99	04-99-01
	—	Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	04/01/99	88-99-04
	Ch. 1101	Revised HealthCare Benefits Packages Reference Chart	04/20/99	99-99-04



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		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	05/01/99	88-99-05
—		Severity Two Hour Supply HealthChoices Southeast	05/28/99	19-99-02
—		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	06/01/99	88-99-06
		Capital Component Payments for Post Moratorium Beds	06/28/99	35-99-05 36-99-05 1187-99-01
—		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	07/01/99	88-99-07
	Ch. 1121	Prescriptions NOT received by the Medical Assistance (MA) Recipient	07/05/99	19-99-04
	Ch. 1149	Increased Fees for Selected Pediatric Dental Services	07/09/99	33-99-01
—		The Addition of Agenerase (amprenavir) To the Special Pharmaceutical Benefits Program Formulary	07/09/99	01-99-04 02-99-02 11-99-04 19-99-03 23-99-03 26-99-04 28-99-04 30-99-03 35-99-03 36-99-03 37-99-02 45-99-02 46-99-02
	Ch. 1121	Updates to State Maximum Allowable Cost (State MAC)	07/16/99	01-99-05 19-99-05
—		Millennium Compliance	07/27/99	99-99-05
	Ch. 1150 1163	Training for Inpatient Facilities on Completing the UB-92 Invoice	07/27/99	11-99-06 12-99-02 13-99-01 53-99-01
—		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	08/01/99	88-99-08
—		Additions and Corrections of Fee Increases For Specific Services Rendered by Outpatient Psychiatric clinics, Psychiatric partial Hospitalization Programs, and Outpatient Drug and Alcohol clinics	08/30/99	28-99-05 29-99-03 33-99-02
	Ch. 1150 1241	Clarification of Enrollment and Billing Procedures for Physical, Speech, and Occupational Therapy	08/30/99	43-99-01 50-99-01
—		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	09/01/99	88-99-09
	Ch. 1101	“Payment in Full”	09/17/99	99-99-06
		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	10/01/99	88-99-10
	Ch. 1145	Change in Recipient Access to Chiropractic Services in the Managed Care Delivery System	10/22/99	99-99-07

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—		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	11/01/99	88-99-11
Ch. 1147		Medical Assistance (MA) Payment Policy For Eyeglasses Coverage	11/05/99	01-99-06 05-99-01 15-99-01
Ch. 1121		Prior Authorization of Viagra and Other Drugs for Erectile Dysfunction Treatment Criteria, Limits and Procedures	11/22/99	99-99-08
Ch. 1225		Price Increase and Additional Services For Family Planning Clinics	11/22/99	30-99-04
Ch. 1121		Fee Increase for the ParaGuard IUD	11/22/99	01-99-07 10-99-02 11-99-07
		Medicheck List (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	12/01/99	88-99-12
Ch. 1241		Coverage of Medically Necessary Services And Equipment for Children in Early Intervention or Special Education Programs	12/03/99	01-99-08 05-99-02 11-99-08 17-99-01 23-99-04 43-99-02 50-99-02
Ch. 1241		Clarification of Enrollment and Billing Procedures for EPSDT Expanded Services Providers of Physical Therapy, Speech Therapy and Occupational Therapy	12/10/99	50-99-04
Ch. 1121		Prescription Refills Maintenance Medications	12/10/99	19-99-06
Ch. 1142		Expanded Procedures Codes for Provider Type 31 Midwives2000 Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	12/29/99 — 01/01/00	31-99-02 88-00-01
—		Expansion of Special Pharmaceutical Benefits Clozaril Program	01/28/00	01-00-01 02-00-01 05-00-01 11-00-01 13-00-01 14-00-01 19-00-01 23-00-01 26-00-01 29-00-01 33-00-01 35-00-01 36-00-01 49-00-01
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	02/01/00	88-00-02
—		Revised Billing Instructions for the Community Services Program for Persons with Physical Disabilities (CSPPPD) Waivers	02/15/00	51-00-01
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	03/01/00	88-00-03

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
—		Changes in Terminology in Medical Assistance Program Fee Schedule for Type of Service/Procedure Code AG/W1855	03/13/00	28-00-01
Ch. 1121		Updated State Maximum Allowable Cost (MAC) List	03/17/00	01-00-02 19-00-02
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	04/01/00	88-00-04
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	05/01/00	88-00-05
—		Continued Existence of the Fee-for-Service (FFS) Delivery System in HealthChoices Zones and Use of ACCESS Cards	5/24/00	99-00-01
Ch. 1121		Prior Authorization List of Brand Name Drugs	5/25/00	01-00-04 02-00-02 03-00-01 04-00-01 10-00-01 11-00-02 12-00-01 19-00-05 26-00-02 28-00-02 29-00-02 30-00-01 33-00-01 49-00-02
Ch. 1121		Updated State Maximum Allowable Cost (MAC) List	05/26/00	01-00-03 19-00-04
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	06/01/00	88-00-06
Ch. 1141		Elimination of Physician Attestation Requirement	06/22/00	01-00-05 11-00-03
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	07/01/00	88-00-07
Ch. 1251		Increased Fees for Funeral Director Services	07/3/00	22-00-01
—		Implementation of the Medical Assistance Programs' Internet website <a href="http://www.dpw.state.pa.us/omap">www.dpw.state.pa.us/omap</a>	07/07/00	99-00-02
Ch. 1145		Change in Recipient Access to Chiropractic Services in the Managed Care Delivery System	07/12/00	99-00-03
Ch. 1121		Updated State Maximum Allowable Cost (MAC) List	07/19/00	01-00-06 19-00-06
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	08/01/00	88-00-08
Ch. 1121		Clarification of Billing Instructions for Methadone Maintenance Services	08/21/00	28-00-03
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	09/01/00	88-00-09

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	Ch. 1141 1163	Increased Fees for Selected Neonatal Intensive Care Procedure Codes and the Addition of a New Neonatal Intensive Care Procedure Code	09/01/00	01-00-07
	—	Prior Authorization Interim Supply of Medication HealthChoices Southwest (Revised)	09/07/00	19-00-07
	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	10/01/00	88-00-10
	Ch. 1150	Clarification of the 1150 Administrative Waiver Process also known as the Program Exception Process for Prosthetic and Orthotic Providers	10/04/00	01-00-08 05-00-02 19-00-08
	—	Application for Health Care Coverage	10/13/00	99-00-04
	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	11/01/00	88-00-11
	Ch. 1241	Pennsylvania Vaccines for Children (VFC) Program	11/15/00	01-00-10 10-00-03 11-00-05 26-00-04
	—	HealthCare Benefits Package 12 Updated Employability Assessment Procedure Code List	11/15/00	01-00-09 10-00-02 11-00-04 12-00-02 15-00-01 16-00-01 20-00-01 26-00-03 28-00-04 29-00-03 49-00-03
	Ch. 1243	Change in Payment Amount and Payment Method for the HIV-1 Viral Load Test (CPT Code 87536)	11/17/00	11-00-06 12-00-03 16-00-02
	—	The Addition of Kaletra (lopinavir/ritonavir) to the Special Pharmaceutical Benefits Program Formulary	11/21/00	01-00-11 02-00-03 11-00-07 19-00-09 23-00-02 26-00-05 28-00-05 30-00-02 35-00-02 36-00-02 37-00-01 45-00-01 46-00-01
	—	Consent Forms for the Release of Confidential Information	11/28/00	99-00-05
	—	Revised Target Resident Reporting Form (MA 408)*	11/28/00	34-00-02 35-00-05 36-00-04
	Ch. 1141	Medical Assistance (MA) Payment Policy for Multivisceral Transplants	11/28/00	01-00-12 11-00-08 17-00-02
	Ch. 1221	Voluntary Managed Care Organization's Payment Responsibility for Emergency Room Services	11/28/00	17-00-03

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	—	Admissions Notice Packet (MA 401)	11/28/00	24-00-01 25-00-01 34-00-01 35-00-03 36-00-01
	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	12/01/00	88-00-12
	—	Revised Billing Instructions: Specified Medical Assistance (MA) Services in MA Voluntary Managed Care	12/8/00	01-00-14 03-00-02 04-00-02 05-00-03 08-00-01 10-00-04 11-00-09 12-00-04 16-00-03 17-00-04 20-00-02 23-00-03 31-00-01 40-00-01 41-00-02 44-00-01 45-00-02 49-00-05 50-00-03
	Ch. 1121	Updated State Maximum Allowable Cost (MAC) List	12/11/00	01-00-15 19-00-10
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 1999/2000 HCPCS Updates	12/22/00	99-00-06
	—	Freedom of Choice for Medical Assistance Recipients Requiring Behavioral Health Services	12/29/00	01-00-16 29-00-05 33-00-04 41-00-03 48-00-02 49-00-06 50-00-04
	Ch. 1149	Dental Fee Increase and Medical Assistance Program Fee Schedule Revisions	12/29/00	03-00-03
	—	Prior Authorization of Therapeutic Staff Support (TSS) Services	12/29/00	01-00-13 29-00-04 33-00-03 41-00-01 48-00-01 49-00-04 50-00-02
2001	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	01/01/01	88-01-01
	Ch. 1121	Diabetes Outpatient Self-Management Training and Education	01/15/01	99-01-01

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	Ch. 1121	List of Brand Name Drugs Requiring Prior Authorization	01/30/01	01-01-01 02-01-01 03-01-01 04-01-01 10-01-01 11-01-01 12-01-01 19-01-01 26-01-01 28-01-01 29-01-01 30-01-01 33-01-01 49-01-01
	Ch. 1101 1150	Delete Procedure Codes with Type of Service 35 from the Medical Assistance Program Fee Schedule	02/01/01	10-01-02 11-01-02 26-01-02
	Ch. 1149	Issuance of a Replacement Page to the January 1, 2001 Medical Assistance Program Fee Schedule for Dental Services	02/01/01	03-01-02
	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	02/01/01	88-01-02
	Ch. 1101 1223	Clarification of Coverage for Motorized Wheelchairs and Other Durable Medical Equipment	02/16/01	01-01-02 05-01-01 17-01-01 19-01-02 49-01-02 50-01-01 1101-01-01 1123-01-01
	Ch. 1149	Addition of Selected Periodontal Services to the Medical Assistance Program Fee Schedule	2/28/01	03-01-03
	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	03/01/01	88-01-03
	—	Expanded Hours of Operation for the Provider Services Toll-Free Inquiry Lines	03/28/01	99-01-02
	—	Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	04/01/01	88-01-04
	Ch. 1150 1141	Medical Assistance (MA) Payment Policy for Multivisceral Transplants	04/06/01	01-01-03 11-01-03 17-01-02
	—	Behavioral Specialist Consultant and Mobile Therapist	04/26/01	01-01-04 17-01-03 29-01-02 33-01-02 41-01-01 48-01-01 49-01-03 50-01-02
	Ch. 1149	Implementation of the ADA Claim Form—Version 2000 and Revised Billing Instructions for Assistant Surgeons	04/27/01	03-01-04
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 2001 HCPCS Updates	4/27/01	99-01-03

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—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	05/01/01	88-01-05
—		Automated Clearinghouse (ACH)—Electronic Funds Transfer	05/04/01	99-01-04
—		Consent Forms for the Release of Confidential Information	05-18/01	99-01-05
—		Additional Place-of-Service (Office) for Psychotherapy	06-01-01	01-01-09 41-01-06
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	06/01/01	88-01-06
—		Revisions to Policies and Procedures Relating to Mobile Therapy, Behavioral Specialist Consultant and Therapeutic Staff Support Services	06/01/01	01-01-05 29-01-03 33-01-03 41-01-02 48-01-02 49-01-04 50-01-03
—		Section V—Billing Information Nursing Facility Services Handbook	06/04/01	35-01-01 36-01-01
Ch. 1142		Reissue Expanded Procedure Codes for Independent Certified Nurse Midwives	06/15/01	01-01-08 31-01-01
—		Addition of Behavioral Health Rehabilitation Service to the Medical Assistance (MA) Program Fee Schedule	06/21/01	01-01-07 29-01-05 33-01-05 41-01-04 48-01-04 49-01-06 50-01-05
—		Office of Medical Assistance Programs (OMAP) Fraud and Abuse Hotline	06/27/01	99-01-06
Ch. 1243		Training for Outpatient Laboratories on Completing the MA 319 and HCFA 1500 Invoices	06/29/01	11-01-04 16-01-01
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	07/01/01	88-01-07
Ch. 1241		Revision to the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Program	07/01/01	01-01-10 10-01-03 11-01-05 17-01-04 26-01-03 49-01-07
Ch. 1121		Medicaid Drug Rebate Program Participating Drug Labelers Updated List	07/12/01	01-01-11 02-01-02 03-01-05 04-01-02 10-01-04 11-01-06 12-01-02 19-01-03 26-01-04 28-01-02 29-01-06 30-01-02 33-01-06 49-01-08

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—		Long Term Care Toll Free Inquiry Lines	07/16/01	24-01-01 25-01-01 34-01-01 35-01-02 36-01-02
—		The Use of Restraint and Seclusion in Psychiatric Residential Treatment Facilities (RTF)	07/23/01	53-01-01
Ch. 1145		Recipient Access to Chiropractic Services in the Managed Care Delivery System	07/31/01	99-01-07
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	08/01/01	88-01-08
Ch. 1121		Updated State Maximum Allowable Cost (MAC) List	08-09-01	01-01-12 19-01-04
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	09/01/01	88-01-09
Ch. 1101		Revised HealthCare Benefits Packages Reference Chart	09-10-01	99-01-08
Ch. 1121		ON-LINE Pharmacy Extended Reversal Implementation	09/11/01	19-01-05
—		Billing for Clozaril and Clozapine in the Voluntary HMOs	09/25/01	01-01-14 19-01-06
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	10/01/01	88-01-10
—		The Addition of Geodon Iziprasidone to the Special Pharmaceutical Benefits Program Formulary for Atypical Antipsychotic Medications	10/25/01	01-01-15 02-01-03 05-01-02 11-01-08 13-01-01 14-01-02 19-01-07 23-01-01 26-01-06 27-01-01 29-01-08 32-01-01 33-01-07 35-01-03 36-01-03 49-01-10
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	11/01/01	88-01-11
—		Medicheck List: (1) Providers, Entities and Individuals Precluded from Participation in the Medical Assistance Program (2) Shared Health Facilities for Which Registration has been Denied or Approval Withdrawn	12/01/01	88-01-12



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	—	The Addition of Viread (tenofir Disoproxil fumarate) to the Special Pharmaceutical Benefits Program Formulary	12/7/01	01-01-16 02-01-04 11-01-09 19-01-08 23-01-02 26-01-07 28-01-04 30-01-03 35-01-04 36-01-04 37-01-01 45-01-01 46-01-01
	Ch. 1149	Revision to Medical Assistance Dental Services	12/19/01	03-01-06
	—	MCO-FFS Split Billing for Inpatient Services	12/20/01	11-01-10 12-01-04 17-01-05
	—	Medical Assistance for Workers with Disabilities (MAWD)	12/21/01	99-01-11
	Ch. 1121	Prior Authorization of Sustained/Controlled Release Oxycodone/OxyContin	12/11/01	99-01-10
	—	Breast and Cervical Cancer Prevention and Treatment Program	12/26/01	99-01-12
	Ch. 1249	Discontinuance of Prior Authorization Requirement for Home Health Postpartum Visits	12/27/01	01-01-19 11-01-11 23-01-03
	Ch. 1150	Ordering Medical Assistance Forms and Invoices	12/27/01	99-01-09
	Ch. 1141	Increased Reimbursement for Anesthesia Procedure	12/27/01	01-01-14
	1150			44-01-01
	—	Billing for Protease Inhibitors for HealthChoices Southeast MCOs	12/27/01	01-01-18 19-01-19
	Ch. 1123	Coverage of Enteral Nutritional Supplements	12/28/01	99-01-13
2002	—	Discontinuance of Hard Copies of Medichex List	01/01/02	88-02-01
	Ch. 1121	Discontinuance Prior Authorization of Proton Pump Inhibitors and Prostaglandins	01/03/02	99-02-01
	Ch. 1249	Revisions to the Home Health Agency Enrollment Process	01/04/02	23-02-01
	Ch. 1121	Coverage of Tobacco Cessation Drug Products and Counseling Services	01/16/02	99-02-02
	Ch. 1241	Revision to the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Program	01/22/02	01-02-01 10-02-01 11-02-01 17-02-01 26-02-01 49-02-01
	Ch. 1121	Updated State Maximum Allowable Cost (MAC) List	01/28/02	01-02-02 19-02-01

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	Ch. 1121	List of Brand Name Drugs Requiring Prior Authorization	01/30/02	01-02-03 02-02-01 03-02-01 04-02-01 10-02-02 11-02-02 12-02-01 19-02-02 26-02-02 28-02-01 29-02-01 30-02-01 33-02-01 49-02-02
	—	The Michael Dallas Waiver	01/30/02	99-02-03
	Ch. 1221	Diabetes Outpatient Self-Management Training and Education	02/06/02	99-02-04
	Ch. 1130	BPI Retrospective Review of Hospice Services	02/21/02	01-02-04 17-02-02 37-02-01
	—	Electronic Submission of the Cost Report (MA-11) Form for Reporting Periods Ending 12/21/2011 and Thereafter	02/21/02	35-02-01 36-02-01
	—	Reissue of Medical Assistance (MA) Bulletin Addition of Behavioral Health Rehabilitation Service to the MA Program Fee Schedule	03/06/02	01-02-05 29-02-02 33-02-02 41-02-01 48-02-01 49-02-03 50-02-01
	—	Urgent Care Transportation Requests through the Medical Assistance Transportation Program (MATP)	03/14/02	99-02-05
	—	Stopping Accidental Falls in Elders (SAFE)	03/21/02	01-02-06 11-02-03 12-02-02 13-02-41 14-02-01 35-02-02 36-02-02
	—	Documentation and Medical Record Keeping Requirements	03/21/02	29-02-03 33-02-03 41-02-02
	—	Medical Assistance Estate Recovery Program Brochure	04/03/22	34-02-01 35-02-03 36-02-03
	—	Reminder to Providers Who Prescribe Behavioral Health Rehabilitation Services of Documentation Requirements	04/03/02	01-02-07 29-02-04 33-02-04 41-02-03 48-02-02 50-02-02 09-02-04
	Ch. 1123	Exceptional Durable Medical Equipment (DME)	04/04/02	01-02-08 05-02-01 17-02-03 19-02-03 35-02-04 36-02-04
	—	Breast and Cervical Cancer Prevention and Treatment Program	05/03/02	99-02-06

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—		Clarification and Update to Bulletin 36-91-01 Regarding Invoice Exception Process for Long Term Care Facilities	05/21/02	25-02-01 35-02-05 36-02-05
—		Performance Expectations and Recommended Guidelines for the County Child and Adolescent Services System Program (CASSP)	06/06/02	OMHSAS-02-02
—		Health Insurance Portability & Accountability Act (HIPAA)	06/25/02	99-02-07
—		Electronic Provider Enrollment Automation Program (ePEAP)	07/18/02	99-02-08
—		Section VII—Utilization Management Review Nursing Facility Services Handbook	07/18/02	35-02-06 36-02-06
Ch. 1101		Revision to the HealthCare Benefits Packages Reference Chart (MA 446)	07/18/02	99-02-09
Ch. 1145		Change in Recipient Access to Chiropractic Services in the Managed Care Delivery System	08/12/02	99-02-10
—		Residential Treatment Facility Services Provided in a Secure Setting	10/01/02	01-02-11 11-02-04 12-02-03 13-02-02 17-02-04 41-02-04 50-02-03 53-02-01
—		Prior Authorization Interim Supply of Medication HealthChoices Lehigh/Capital Region	10/10/02	19-02-06
—		Community Care (COMMCARE) Waiver Provider Type 59	10/16/02	05-02-04 17-02-05 19-02-07 23-02-02 28-02-03 29-02-05 38-02-01 39-02-01 41-02-05 43-02-01 51-02-01 55-02-01 56-02-01 59-02-01
—		Outpatient Drug and Alcohol Clinics with Provisional Licenses	10/16/02	28-02-02
Ch. 1241		Addition of Procedure Code 90732 to Medical Assistance Fee Schedule for Administration of Pneumococcal Vaccine	11/18/02	01-02-13 10-02-04 11-02-06 17-02-07 26-02-04 49-02-06
Ch. 1241		2002 Recommended Childhood Immunizations Schedule	11/18/02	01-02-12 10-02-03 11-02-05 17-02-06 26-02-03 49-02-05
—		Continued Existence of the Fee-for-Service (FFS) Delivery System in HealthChoices Zones and Use of ACCESS Cards	11/27/02	99-02-11
Ch. 1101 1150		Medical Assistance Program Fee Schedule Revisions: HIPAA Compliant Procedure Codes	11/27/02	99-02-12
Ch. 1121		Misrepresentation of Prescriber on the Drug Claim	11/27/02	19-02-08

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	Ch. 1101	The Bureau of Program Integrity and the Medical Assistance Provider Self-Audit Protocol	12/02/02	99-02-13
	—	Home Health Agency Services Fee Increase and Medical Assistance Program Fee Schedule Revisions	12/20/02	23-02-03
	—	Prior Authorization Update for Interim Supply of Medication HealthChoices Southeast Region	12/27/02	19-02-09
2003	—	Additional Place of Service (Office) For Psychotherapy	01/06/03	01-03-01 41-03-01
	Ch. 1149	Elimination of the Use of the Dental Service Invoice (MA 300D) and Providing Training on Completion of The ADA Claim Form (Version 2000)	01/08/03	03-03-01
	Ch. 1147	Expanded Procedure Codes for Provider Type 15 Optometrist	01/13/03	15-03-01
	Ch. 1101	Revised Healthcare Benefit Packages Reference Chart	01/13/03	99-03-02
	—	Availability of Training for Completion Of Provider Behavioral Health Rehabilitation Services Reports	01/31/03	01-03-02 29-03-01 33-03-01 41-03-02 48-03-01 49-03-01 50-03-01
	Ch. 1121	Updated State Maximum Allowable Cost (MAC) List	03/03/03	01-03-03 19-03-01
	—	Introduction of the HIPAA Ready Provider Electronic Solutions Software And Statewide Training Seminars	03/11/03	99-03-03
	Ch. 1241	2003 Recommended Childhood Immunization Schedule	03/31/03	01-03-04 10-03-01 11-03-01 17-03-01 26-03-01 49-03-02
	Ch. 1163	Billing Procedures for Change in Delivery Systems during a Hospital Stay and Subsequent Hospital Admission	04/04/03	11-03-02 12-03-01 13-03-01 17-03-02
	Ch. 1249	Revised Prior Authorization and Program Exception Pages for the Home Health Services Handbook	04/08/03	23-03-01
	Ch. 1123	Information on Accredited Rehabilitation Facilities to be Used for Motorized Wheelchair Evaluation	04/14/03	01-03-05 05-03-02 19-03-03
	Ch. 1150	Elimination of the Use of the Medical Services Invoice	04/24/03	99-03-05
	Ch. 1150	Medical Assistance Program Fee Schedule Revision	05/01/03	05-03-01 19-03-02
	Ch. 1150	Revisions to the Prior Authorization and Program Exception Notices	05/08/03	99-03-04
	Ch. 1149	Medical Assistance Program Fee Schedule for Dental Services Revisions	05/12/03	03-03-02
	Ch. 1144	Pharmaceutical Services Prescribed and/or Dispensed by a Certified Registered Nurse Practitioner (CRNP)	05/12/03	99-03-06
	Ch. 1241	Coverage of Pediarix and Addition of Procedure Code 90723 to Medical Assistance Fee Schedule for Administration of Pediarix Vaccine	05/15/03	01-03-06 10-03-02 11-03-03 17-03-03 26-03-02 49-03-03
	—	Process to Handle Residential Treatment Facility (RTF) Reports of Death, Serious Injury or Attempted Suicide (Serious Occurrences)	06/13/03	53-03-01

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<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
—		Change of Protocol for Certain Provider Appeals. Appeals must be sent to Bureau of Hearings and Appeals	07/29/03	99-03-08
—		Requirement for Medical Assistance (MA) Providers to Submit Accurate and Complete Encounter Data to MA Managed Care Organizations	08/01/03	99-03-10
—		The Addition of Fuzeon (enfuvirtide) and Abilify (aripiprazole) to the Special Pharmaceutical Benefits Program	08/01/03	99-03-11
—		Obligation of Medical Assistance Providers Participating in the Managed Care Delivery System to Comply with MA Regulations	08/01/03	99-03-09
Ch. 1149		Continuity of Care for Orthodontia Treatment—From Managed Care to Fee-For-Service	08/11/03	03-03-03
—		Nursing Facility Responsibility to Notify HealthChoices and Voluntary Program MCOs of the Admission of an MCO Enrolled Member	08/27/03	35-03-02 36-03-02
—		Revisions to the Medical Evaluation Form	08/27/03	11-03-04 24-03-01 25-03-01 34-03-01 35-03-01 36-03-01
Ch. 1101		Liability for Cost Sharing for Recipients Enrolled in Medical Assistance through Fee for Service or Managed Care and a Private Third Party Insurer	09/01/03	99-03-12
—		Continuity of Care for Recipients Transferring Between and Among Fee for Service and Managed Care Organizations	09/01/03	99-03-13
Ch. 1121		Updated Maximum Allowable Cost (MAC) List	09/03/03	01-03-07 19-03-04 49-03-04
Ch. 1241		Elimination of the Pennsylvania Children’s Check-up (EPSDT) Form (MA-517)	09/05/03	01-03-08 10-03-03 11-03-05 17-03-04 26-03-03 49-03-05
Ch. 1121		Medicaid Drug Rebate Program Participating Drug Labelers Updated List	10/01/03	01-03-09 02-03-02 03-03-04 04-03-01 10-03-03 11-03-06 12-03-02 19-03-05 26-03-04 28-03-01 29-03-02 30-03-01 33-03-02 49-03-06
—		Elimination of the Requirement for the Outpatient Drug and Alcohol Clinic’s Supervisory Physician to Perform a Comprehensive Medical Examination Within 15 Days Following the Intake and Before the Provision of Treatment	10/01/03	28-03-02
Ch. 1101 1150		Replacing and End-dating Local Procedure Codes	10/01/03	99-03-14

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	—	The Addition of Reyataz (atazanavir sulfate) and Emtriva (emtricitabine) to the Special Pharmaceutical Benefits Program	10/15/03	99-03-16
	—	Special Pharmaceutical Benefits Program Time Sensitive Expansion Tiers Structure	10/17/03	99-03-19
	—	Changes to Electronic Claims Format	10/17/03	99-03-17
	—	Revisions to Medical Evaluation Form (MA 51)	10/17/03	01-03-10 11-03-07 24-03-02 25-03-02 34-03-02 35-03-03 36-03-03 99-03-17
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision 2002 HCPCS Updates	10/17/03	99-03-18
	Ch. 1149	Supernumerary Tooth Enumeration and Quadrant Designation on the American Dental Association Claim Form (ADA Claim Form—Version 2000)	10/31/03	03-03-05
	—	Introduction to the Provider Reimbursement and Operations Management Information System (PROMIS <sub>e</sub> )	10/31/03	99-03-20
	—	Clarification of Procedures for Requesting Copies of Medical Assistance Recipients' Bills	11/01/03	99-03-15
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision	11/01/03	05-03-04 19-03-06
	—	Health Insurance Portability and Accountability Act (HIPAA) Transaction and Code Sets Updates	12/01/03	99-03-21
	—	The Addition of Lexiva (fosamprenavir) to the Special Pharmaceutical Benefits Program	12/03/03	99-03-23
2005	Ch. 1101 1150	Revisions to Prior Authorization of Drugs for Erectile Dysfunction	01/10/05	99-05-02
	—	Alternative Sanction Guidelines for ICF/MR Medical Assistance Certification	01/28/05	00-04-15
	Ch. 1101 1150	2004 HCPCS Updates and Other Revisions to the Medical Assistance Fee Schedule	02/05/05	99-05-04
	Ch. 1121	List of Brand Name Drugs Requiring Prior Authorization	02/10/05	01-05-01 08-05-01 09-05-02 11-05-01 14-05-01 21-05-01 24-05-02 27-05-01 31-02-02
	Ch. 1121	Updated State Maximum Allowable Cost (MAC) List	02/10/05	09-05-01 24-05-01 31-05-01
	Ch. 1101	Change in Effective Date for Prior 1150 Authorization of Drugs That Exceed 1121 Established Quantity Limits and Brand Name Single Source Non-Steroidal Ant-Inflammatory Drugs (NSAIDS)	04/26/05	99-05-09
	—	Implementation of the ACCESS Plus Program	05/23/05	99-05-11
	Ch. 1241	2005 Recommended Childhood & Adolescents Immunization Schedule	05/26/05	33-05-01
	—	Integrated Children's Service Initiative	06/09/05	00-05-05
	—	Announcement of the National Provider Identifier Number	06/10/05	99-05-13

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—		Revised Maximum Participation Project Consent for Release of Information Form (PA 1723)	06/15/05	99-05-12
Ch. 1121		Non-Coverage of Drugs for the Treatment of Erectile Dysfunction for Sex Offenders	06-15-05	08-05-03 09-05-04 11-05-02 24-05-03 27-05-03 31-05-04
Ch. 1101 1150		Corrections to MA Bulletin 99-05-04: Addition of HCPCS Codes to Medical Assistance Programs Fee Schedule	06-20-05	99-05-10
—		Psychological/Psychiatric/Clinical Re-Evaluations and Re-Authorizations or Behavioral Health Rehabilitation (BHR) Services for Children and Adolescents with Behavioral Health Needs Compounded by Developmental Disorders	06/24/05	07-05-01 08-05-04 09-05-05 11-05-03 19-05-01 31-05-05
—		Nursing Facility Assessments/Supplemental Payments	06/24/05	03-05-01
Ch. 1128		Clarification and Instructions for Providers Who Bill Medical Assistance for Dialysis Services When Medicare is the Primary Insurer	06/29/05	30-05-01
Ch. 1121		Revisions to Payment for the Drug Cost Component of Brand Name and Generic Drugs	08/05/05	09-05-06 24-05-06 25-05-01 31-05-06
Ch. 1121		Prior Authorization of Drugs That Exceed Established Quantity Limits—Phase 1 Enforcement	08/10/05	99-05-14
Ch. 1121		Revisions to the State Maximum Allowable Cost for Pharmaceutical Services	08/18/05	09-05-07 24-05-07 25-05-02 31-05-07
Ch. 1149		Dental Fee Increase for Anesthesia and Behavior Management Services	08/22/08	27-05-02
Ch. 1101		Copayment Changes for Brand Name and Generic Prescription Drugs	08/26/05	24-05-05
—		Electronic Submission for the Cost Report (MA-11) Form for Reporting Periods Ending 06/30/2005 and Thereafter	08-26-05	03-05-02
Ch. 1101 1150		Medical Assistance Program Fee Schedule Procedure Code Changes for Behavioral Health Services	09/08/05	08-05-05 09-05-08 11-05-04 16-05-01 17-05-01 19-05-02 21-05-02 31-05-08 34-05-01
Ch. 1101 1150		2005 HCPCS Updates and Other Revisions to the Medical Assistance Fee Schedule; Prior Authorization Requirements	09/12/05	99-05-15
Ch. 1121		Prior Authorization of Drugs That Exceed Established Quantity Limits—Phase 2 Enforcement	09/16/05	99-05-17
Ch. 1249		Medical Assistance Program Fee Schedule Procedure Code Changes for Home Health Agency Services	09-16-05	05-05-01
Ch. 1121		Preferred Drug List	09/19/05	99-05-18
—		\$10,000 Lifetime Limit on Other Medical Expenses Related to Facility Services	09/20/05	03-05-03
—		Long Term Care Resource Transfer Penalty	09/20/05	99-05-16

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	Ch. 1101	Medical Assistance Program Fee 1150 Schedule Procedure Code Changes for Healthy Beginnings Plus Program Services	09/23/05	01-05-03 05-05-02 08-05-06 31-05-09 33-05-02 47-05-01
	Ch. 1101 1150	Revised Outpatient Service Authorization Request Form (MA-97)	09/26/05	99-05-19
	Ch. 1121	Preferred Drug List—Phase 1	10/07/05	02-05-01 03-05-04 08-05-08 09-05-10 11-05-05 14-05-02 24-05-08 27-05-04 30-05-02 31-05-11 32-05-02
	Ch. 1225	Medical Assistance Program Fee Schedule Procedure Code Changes for Family Planning Clinic Services	10/14/05	08-05-09
	Ch. 1101 1150 1241	Meningococcal Conjugate Vaccine Menactra (MCV4)	10/14/05	01-05-05 08-05-10 09-05-11 31-05-12 33-05-04
	Ch. 1241	Revisions to the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Periodicity Schedule	10/25/05	01-05-04 08-05-07 09-05-09 31-05-10 33-05-03
	Ch. 1128	Medical Assistance Program Fee Schedule Procedure Code Changes for Renal Dialysis Services	10/27/05	30-05-03 31-05-13
	Ch. 1101	Medical Assistance Program Fee 1150 Schedule Procedure Code Changes for Case Management Services	10/27/05	21-05-03
	Ch. 1225	Medical Assistance Program Fee Schedule Procedure Code Changes for Federally Qualified Health Centers and Rural Health Clinics	10/27/05	08-05-11
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Procedure Code Changes for Medical Foster Care Services	10/27/05	40-05-01
	Ch. 1243	Medical Assistance Program Fee Schedule Procedure Code Changes for Laboratory Services	11/01/05	01-05-06 28-05-01
	Ch. 125	Title XIX Medical Assistance Program Family Planning Clinic Fee Schedule	11/1/05	08-05-12
	Ch. 1121	Tab for the—Prior Authorization of Pharmaceutical Services—Handbook	11/4/05	02-05-02 03-05-05 08-05-13 09-05-12 11-05-06 14-05-03 24-05-09 27-05-05 30-05-04 31-05-14 32-05-03



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	Ch. 1121	Preferred Drug List—Phase 2	11/08/05	02-05-03 03-05-06 08-05-14 09-05-13 11-05-07 14-05-04 24-05-10 27-05-06 30-05-05 31-05-15 32-05-03
	Ch. 1121	Scope of Coverage of Pharmacy Services for Dual Eligibles in the Medical Assistance (MA) Program	11/17/05	99-05-21
	Ch. 1123	Addition of Prosthetic, Orthotic and Medical Supply Procedure Codes to the Medical Assistance Fee Schedule	11/21/05	24-05-11 25-05-03
	—	Rescind MAB 40-05-02 and Reissue the Medical Assistance Program Fee Schedule Procedure Code Changes for Provider Mileage	11/22/05	31-05-16 27-05-07 14-05-05 15-05-01 18-05-01 05-05-03 08-05-15 33-05-05 09-05-14
	Ch. 1121	Preferred Drug List—Phase 3	12/01/05	02-05-04 03-05-07 08-05-16 09-05-15 11-05-08 14-05-06 24-05-12 27-05-06 30-05-06 31-05-06 32-05-04
	Ch. 1123	Medical Assistance Program Fee Schedule Procedure Code Changes for Durable Medical Equipment, Medical Supplies, Vision Supplies and Hearing Supplies	12/01/05	05-05-04 24-05-13 25-05-04
	Ch. 1101	Changes to the Program Exception 1150 Process as a Result of End-Dating Local Procedure Codes	12/01/05	99-05-22
	Ch. 1144	Clarification of Enrollment Policy for CRNPs	12/16/05	09-05-16
	Ch. 1121	Prior Authorization of Prilosec Over-the-Counter (OTC) and Loratadine OTC for Dual Eligibles	12/23/05	02-05-05 03-05-08 08-05-17 09-05-17 11-05-09 14-05-07 24-05-13 27-05-07 30-05-07 31-05-18 32-05-05
	Ch. 1241	Medical Assistance Program Fee Schedule Procedure Code Changes for Occupational Therapy Services	12/27/05	17-05-02
	Ch. 1145	Medical Assistance Program Fee Schedule Procedure Code Changes for Chiropractic Services	12/27/05	15-05-02

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	Ch. 1121	Pen and Ink Change—Medical Assistance Handbook, Prior Authorization of Pharmaceutical Services, Preferred Drug List	12/30/05	02-05-06 03-05-09 08-05-18 09-05-18 11-05-10 14-05-08 24-05-04 27-05-08 30-05-08 31-05-19 32-05-06
2006	Ch. 1123	Fee Increase for Enteral Nutritional Supplements	12/29/06	24-06-15 25-06-02
	Ch. 1243	Medical Assistance Program Fee Schedule Additions of Four Laboratory Codes	12/27/06	01-06-15 08-06-21 28-06-01
	Ch. 1101 1150	2006 HCPCS Updates; Prior Authorization Requirements	12/19/06	99-06-17
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Revision	12/19/06	99-06-18
	—	Implementation of the CMS-1500 Health Insurance Claim Form (Version 08/05)	12/18/06	99-06-16
	Ch. 1241	Rotavirus Vaccine	12/15/06	01-06-14 08-06-20 09-06-19 31-06-26 33-06-07
	Ch. 1101	Change to copayment requirements for recipients eligible under the Breast and Cervical Cancer Prevention and Treatment coverage group and Titles IV-B & IV-E Foster Care and Adoption Assistance	12/10/06	99-06-12
	Ch. 1101	Clarification of Exclusions from Copayment Requirements	12/10/06	99-06-13
	Ch. 1121	Preferred Drug List—Quarterly Update	12/08/06	02-06-10 09-06-18 24-06-14 31-06-25 03-06-16 11-06-09 27-06-13 32-06-08 08-06-19 14-06-11 30-06-08
	—	Mobile Mental Health Treatment	11/30/06	08-06-18
	Ch. 1153	Clarification of Payment Policy for Abortion Services	11/28/06	99-06-15
	—	Instructions for Registering Your National Provider Identifier (NPI) Number to the Department of Public Welfare	11/22/06	99-06-14
	Ch. 1245	Reimbursement for Non-Emergency Transportation Services	11/17/06	03-06-15
	Ch. 1245	Implementation of ACCESS Plus Referral Requirements	10/20/06	99-06-11
	Ch. 1101	Revised HealthCare Benefits Packages Provider Reference Chart (MA 446)	10/06/06	99-06-10
	—	Medical Invoice UB-04	09/22/06	01-06-12 02-06-09 03-06-13

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	Ch. 1241	Pennsylvania Vaccines for Children Program Update	09-22-06	01-06-11 08-06-17 09-06-17 31-06-23 33-06-06
	Ch. 1163	Medical Assistance Payment for Services of Teaching Physicians in Hospitals, Clinics and Emergency Rooms	09/16/06	1141-06-01 01-06-13 31-06-24
	Ch. 1121	Preferred Drug List—Quarterly Update	08/28/06	02-06-08 03-06-11 08-06-16 09-06-16 11-06-08 14-06-10 24-06-12 27-06-12 30-06-07 31-06-22 32-06-07
	—	Revision to Minimum Staff Qualifications of Therapeutic Staff Support (TSS) Workers	08/24/06	08-06-15 09-06-15 11-06-07 19-06-04 31-06-21
	—	The Addition of Atripla (efavirenz/emtricitabine/tenofovir) and Prezista (darunavir) to the Special Pharmaceutical Benefits Program	08/21/06	09-06-14 21-06-02 24-06-11 31-06-20
	Ch. 1121	Hepatitis A Vaccine	08/18/06	01-06-10 08-06-14 09-06-12 31-06-19 33-06-05
	Ch. 1241	Measles, Mumps, Rubella and Varicella (MMRV) Vaccine	08/10/06	01-06-09 08-06-13 09-06-11 31-06-18 33-06-04
	—	Federal Medicaid Citizenship and Identity Eligibility Requirements for Medical Assistance Nursing Home Applicants or Recipients	07/28/06	03-06-10
	Ch. 1101 1150 141	Medical Assistance Program Fee Schedule Revisions for Medical and Radiological Procedure Codes	07/27/06	01-06-08 03-06-09 08-06-12 14-06-09 29-06-01 31-06-17
	Ch. 1153	Federal Medicaid Citizenship and Identity Eligibility Requirements	07/24/06	99-06-07
	—	Notification of Medicare Appeals Project and Billing Reminders for Home Health Services	07/20/06	05-06-01
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Change	06/23/06	01-06-07 08-06-11 17-06-02 20-06-02 31-06-16
	Ch. 1163 1221	Medical Assistance Program Fee Schedule Procedure Code Changes for Acute Care General Hospitals and Hospitals Based Medical Clinics	06/17/06	01-06-05

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	Ch. 1163 1221	Medical Assistance Program Fee Schedule Procedure Code Changes for Medical Rehabilitation Units of General Hospitals and Rehabilitation Hospitals	06/17/06	01-06-06
	Ch. 1101 1150	Medical Assistance Program Fee Schedule Procedure Code Changes	06/17/06	99-06-06
	Ch. 1123	Medical Assistance Program Fee Schedule Revision for Oxygen and Oxygen Equipment	06/06/06	24-06-10 25-06-01
	Ch. 1241	Tetanus Toxoid, Reduced Diphtheria Toxoid and Acellular Pertussis (Tdap) Vaccine	06/01/06	01-06-04 08-06-10 09-06-10 31-06-15 33-06-03
	Ch. 1121	Medicaid Drug Rebate Program Participating Drug Labelers Updated List	05-05-06	08-06-09 09-06-09 24-06-09 31-06-14
	Ch. 1123	Ventilator Dependent Respiratory (VDR) Program Preparing Table of Supply and Equipment Costs	04/28/06	03-06-08
	Ch. 1121	Preferred Drug List—Quarterly Update	04/24/06	02-06-07 11-06-06 30-06-06 03-06-07 14-06-08 31-06-13 08-06-08 24-06-08 32-06-05 09-06-07 27-06-10
	Ch. 1121	Prior Authorization of Revatio	04/24/06	02-06-06 11-06-05 30-06-05 03-06-06 14-06-07 31-06-12 08-06-07 24-06-07 32-06-05 09-06-07 27-06-10
	Ch. 1150	Prudent Payment of Claims	04/20/06	99-06-04
	Ch. 1241	2006 Recommended Childhood and Adolescent Immunization Schedule	04/16/06	01-06-03 08-06-06 09-06-05 31-06-11 33-06-02
	—	Continued Existence of the Fee-for-Service (FFS) Delivery System in HealthChoices Zones and Use of ACCESS Cards	04/14/06	99-06-05
	Ch. 1149	Elimination of Post-Operative Review of Endodontic Therapy for Individuals 21 Years of Age and Older	03-21-06	27-06-09
	Ch. 1121	Prior Authorization of Botox, Synagis and Xolair	03/09/06	02-06-05 03-06-04 08-06-05 09-06-04 11-06-04 14-06-06 24-06-05 27-06-08 30-06-03 31-06-08 32-06-03

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—		Special Pharmaceutical Benefits Program Revisions to Payment Methodology	03/07/06	19-06-03 24-06-06 31-06-10
	Ch. 1121	Federal Clarification—Elimination of Medicaid Coverage of Drugs for Treatment of Erectile Dysfunction	03/07/06	03-06-03 02-06-04 08-06-04 09-06-13 11-06-03 14-06-05 24-06-04 27-06-07 30-06-03 31-06-08 32-06-03
	Ch. 1150	Corrections to MA Bulletin 99-05-15 Addition of 2005 HCPCS Codes to Medical Assistance Programs Fee Schedule	03/01/06	99-06-02
	Ch. 1127	Medical Assistance Program Fee Schedule Procedure Code Changes for Birth Centers	02/28/06	47-06-01
	Ch. 1221	Medical Assistance Program Fee Schedule Procedure Code Changes for Independent Medical-Surgical Clinic Services	02/28/06	08-06-03
	Ch. 1121	Pen and Ink Change—Preferred Drug List (PDL), Phase 4	02/20/06	27-06-06
	Ch. 1130	Medical Assistance Program Fee Schedule Procedure Code Changes for Hospice Services	01/27/06	06-06-01 31-06-06
	Ch. 1150	Disenrollment of Dual Eligibles from Physical Health Managed Care	01/27/06	99-06-01
	Ch. 1141	Medical Assistance Program Fee Schedule Procedure Code Changes for Physician Services	01/27/06	31-06-05
	Ch. 1143	Medical Assistance Program Fee Schedule Procedure Code Changes for Podiatry Services	01/27/06	14-06-04
	Ch. 1121	Prior Authorization of Drugs that Exceed Est. Quantity Limits—Phase 3 Enforcement and Additional Drugs With Quantity Limits	01/27/06	02-06-03 03-06-02 08-06-02 09-06-02 11-06-02 14-06-03 24-06-02 27-06-05 30-06-02 31-06-04 32-06-02
	Ch. 1142	Medical Assistance Program Fee Schedule Procedure Code Changes for Certified Nurse Midwife Services	01/27/06	33-06-01
	Ch. 1144	Medical Assistance Program Fee Schedule Procedure Code Changes for Certified Registered Nurse Practitioner Services	01/27/06	09-06-03
	Ch. 1121	Preferred Drug List—Phase 4	01/25/06	02-06-02 03-06-01 08-06-01 09-06-01 11-06-01 14-06-02 24-06-01 27-06-04 30-06-01 31-06-03 32-06-01
	Ch. 1221	Removal of Prior Authorization Requirement for Sleep Studies	01/12/06	01-06-02 31-06-02

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	—	Dental Behavior Management Fee Increase	01/03/06	27-06-01
	Ch. 1149	Medical Assistance Program Fee Schedule Changes for	01/03/06	27-06-03
	1101	Orthodontic and Cleft Palate Services: Fee Increases,		17-06-01
	1150	Procedure Code Changes and New Prior Authorization Requirements		19-06-01
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				21-06-01
	Ch. 1163	Place of Service Review Procedures	01/03/06	14-06-01
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	Ch. 1150	Prudent Payment of Claims	04/03/06	99-06-04
2007	—	“Issuance of an Updated MA Program Outpatient Fee Schedule for Durable Medical Equipment, Medical Supplies, Orthotics, Prosthetics, Vision and Hearing Supplies” included in MA Bulletin 05-05-04, et al titled “Medical Assistance Program Fee Schedule Procedure”	12/28/07	01-07-12
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	—	Medical Assistance Program Fee Schedule Revision	12/21/07	99-07-21
	—	Revision to Medical Assistance Program Fee Schedule for Federally Qualified Health Centers and Rural Health Clinics	12/21/07	08-07-16
	Ch. 1150	The Addition of Isentress (raltegravir) to the Special Pharmaceutical Benefits Program	12/21/07	09-07-16
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	—	Nursing Facility Documentation Requirements for Movable Equipment That is Rented or Leased	12/07/07	03-07-10
	—	Error Reconciliation Recommendations for the National Provider Identifier (NPI)	12/01/07	99-07-20
	Ch. 1123	MA Program Outpatient Fee Schedule Revisions for Speech Generating Devices	11/29/07	24-07-11
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	Ch. 1121	Preferred Drug List—Fall Update—Part 2	11/29/07	02-07-06
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	Ch. 1149	Fee Increase for Select Dental Procedure Codes	11/01/07	27-07-08
	Ch. 1101	Childhood Nutrition and Weight Management Services for Recipients Under 21 Years of Age	11/01/07	99-07-19
	Ch. 1121	Preferred Drug List—Fall 2007 Update	11/01/07	02-07-05
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	Ch. 1141	Fee Increases for Select Office Visit and Office Consultation Procedure Codes	11/01/07	09-07-13 31-07-16 33-07-04
	Ch. 1121	Delay in Implementation of the Tamper-Resistant Pad Requirements	10/29/07	99-07-18
	Ch. 1121	Special Pharmaceutical Benefits Program (SPBP) Income Ceiling for HIV Applicants	10/15/07	09-07-10 21-07-03 24-07-10 31-07-14
	Ch. 1121	Tamper Resistant Prescription Pads	09/28/07	99-07-16
	Ch. 1123	2007 Power Mobility Device HCPCS Updates; Prior Authorization Requirements	09/19/07	99-07-15
	—	Peer Review Committee	09/14/07	99-07-14
	Ch. 1145	Change in Recipient Access to Chiropractic Services	09/14/07	15-07-01
	Ch. 1241	Correction of Billing Instructions for Physical and Occupational Therapy Evaluations, and Evaluations of Speech, Language, Voice, Communication and/or Auditory Processing	09/14/07	01-07-09 08-07-13 17-07-01 20-07-04 31-07-13
	—	Updated Regarding False Claims Provisions of Deficit Reduction Act of 2005—Employee Education About False Claims Recovery	09/07/07	99-07-13
	Ch. 1163	Medicare Inpatient Pricing Logic Modification	08/17/07	01-07-08
	Ch. 1123	Provider Specialty 220 Hearing Aid Dispenser Requirement and Updated Medical Assistance Program Fee Schedule for Hearing Aid Supplies	08/03/07	01-07-07 24-07-09 31-07-12 20-07-03 25-07-04
	—	Clarification of Act 169, also known as the Older Adult Protective Services Act (OAPSA), in regard to hiring Practices for inpatient and residential facilities	08/02/07	OMHSAS-07-01
	Ch. 1121	Preferred Drug List—May 2007 Technical Correction	07/31/07	02-07-04 11-07-05 30-07-04 03-07-07 14-07-04 31-07-11 08-07-12 24-07-08 32-07-05 09-07-09 27-07-06
	Ch. 1121	Preferred Drug List—Updates to Prior Authorization of Pharmaceutical Services Handbook Pages	07/27/07	02-07-03 11-07-04 30-07-03 03-07-06 14-07-03 31-07-10 08-07-11 24-07-07 32-07-04 09-07-08 27-07-05
	Ch. 1149	Discontinuance of the Prior Authorization Requirement for Dental Procedure Codes D7140 and D7210	07/11/07	27-07-04
	Ch. 1249	Rescission of the Statement of Policy Clarifying the Conditions Under Which Medical Assistance Recipients May Be Considered Homebound	07/10/07	1249-07-04 99-07-12

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	Ch. 1123	Special Pharmaceutical Benefits Program (SPBP) Income Ceiling Increase for HIV Applicants	07/01/07	09-07-05 21-07-02 24-07-04 31-07-07
	—	Revised MA Bulletin 03-07-01: Billing Instructions— Medicare Non-Coverage for Medicare Eligible Nursing Facility Residents	06/29/07	03-07-05
	Ch. 1101	The Elimination of Paper Vouchers	06/14/07	99-07-10
	—	Revised Citizenship and Identify Information Form	06/08/07	99-07-09
	Ch. 1123	Requirements for Coverage of Enteral Nutritional Supplements and Issuance of Enteral Nutritional Supplements MA Program Outpatient Fee Schedule	06/01/07	08-07-10 09-07-07 24-07-06 25-07-03 31-07-09
	Ch. 1121	Preferred Drug List—July 2007 Quarterly Update	06/01/07	02-07-02 03-07-03 08-07-08 09-07-06 11-07-02 14-07-02 24-07-05 27-07-03 30-07-02 31-07-08 32-07-03
	Ch. 1101	Co-pay/Deductibles on Exceptional Durable Medical Equipment (DME)	06/01/07	03-07-04
	—	Responsibility of MA Providers to Provide Requested Medical/Psychological Information to the Disability Advocacy Program (DAP)	05/18/07	99-07-08
	—	Instructions for Using Your National Provider Identifier (NPI) Number to Bill the Department of Public Welfare (DPW) and Contingency Plan	05/18/07	99-07-07
	Ch. 1150	Medical Assistance Program Fee Schedule Revision; Change to Conversion Factor for Anesthesia Services	05/10/07	31-07-05 32-07-0001
	Ch. 1243	Medical Assistance Program Fee Schedule Revision of Two Laboratory Procedure Codes	05/03/07	01-07-04 08-07-02 28-07-01
	Ch. 1121	Preferred Drug List—Quarterly Update	05/01/07	02-07-01 03-07-02 08-07-07 09-07-04 11-07-01 14-07-01 24-07-03 27-07-02 30-07-01 31-07-06 32-07-02
	Ch. 1101	Clarification Regarding the Definition of Medically Necessary—Statement of Policy	04/21/07	99-07-04 1101-07-03
	Ch. 1221	Pen and Ink Change—Medical Assistance Bulletin 'Medical Assistance Program Fee Schedule Procedure Code Changes For Family Planning Clinic Services'	03/30/07	08-07-06 08-05-09
	Ch. 1241	2007 Recommended Childhood and Adolescent Immunization Schedules	03/23/07	01-07-05 08-07-04 09-07-02 31-07-03 33-07-01
	Ch. 1149	Discontinuance of the Dental Services Handbook	03/23/07	27-07-1



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	Ch. 1241	Gardasil®, Human Papillomavirus (HPV) Vaccine	03/23/07	01-07-02 08-07-05 09-07-03 31-07-04 33-07-02
	Ch. 1129	Revision to Medical Assistance Program Local to National Provider Code Crosswalk for Federally Qualified Health Centers and Rural Health Clinics	03/23/07	08-07-03
	Ch. 1123	Medical Assistance Program Fee Schedule Procedure Code Changes For Hearing Aid Supplies	03/01/07	01-07-02 20-07-01 31-07-01
	Ch. 1123	Provider Specialty 220 (Hearing Aid Dispenser) Requirement	03/01/07	01-07-03 20-07-02 24-07-01 25-07-01 31-07-02
	Ch. 1245	Clarification of Procedure Codes and Modifiers to be Used When Billing For Ambulance Services	02/20/07	26-07-01
	—	Replace MA Bulletin 03-06-12: Billing Instructions—Medicare Non-Coverage For Medicare Eligible Nursing Facility Residents	02/20/07	03-07-01
	Ch. 1221	Correction to Title XIX Medical Assistance Program Family Planning Clinic Fee Schedule	02/06/07	08-07-01
	Ch. 1123	Behavioral Health Fee For Service (BH-FFS) Transfer from Office of Medical Assistance Programs (OMAP) To Office of Mental Health and Substance Abuse Services (OMHSAS)	01/31/07	OMHSAS-06-07
	—	Revised Medical Assessment Form (PA 635)	01/12/07	01-07-01 19-07-01 09-07-01
	Ch. 1150	Policy Reinforcement Regarding Billing For Tobacco Cessation Counseling Services	01/04/07	99-07-02
	—	False Act Claims Provisions of Deficit Reduction Act of 2005 Employee Education About False Claims Recovery	01/02/07	99-07-01
2008	Ch. 1121	Preferred Drug List—Fall 2007 Update Part 2 Technical Correction	01/11/08	02-07-08 03-07-11 08-07-17 09-07-17 11-07-08 14-07-07 24-07-17 27-07-10 30-07-08 31-07-23 32-07-08
	Ch. 1149	Implementation of ADA Claim Form—Version 2006 and Elimination of Dental Prior Authorization Forms	01/11/08	17-08-01 19-08-01 20-08-01 21-08-01 27-08-01
	Ch. 1163	Preventable Serious Adverse Events	01/14/08	01-07-11
	Ch. 1121	Legend Attachment to Medical Assistance Bulletin 01-07-12, et al	01/31/2008	01-08-01 05-08-01 18-08-01 20-08-01 24-08-01 25-08-01 31-08-01

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	Ch. 1241	Clarification of Childhood Nutrition and Weight Management Services for Recipients Under 21 Years of Age	02/15/08	99-08-01
	Ch. 1241	The Addition of Selzentry (maraviroc) and Intelence (etavirine) to the Special Pharmaceutical Benefits Program	02/29/08	09-08-03 24-08-04 21-08-01 31-08-04
	Ch. 1121	Medical Necessity Guidelines for Lyrica for Fibromyalgia	03/05/08	02-08-01 03-08-01 08-08-01 09-08-01 11-08-01 14-08-01 24-08-02 27-08-02 30-08-01 31-08-02 32-08-01
	Ch. 1141	Medical Assistance Program Outpatient Fee Schedule Changes for Select Chemotherapy Administration Procedure Codes	03/14/08	01-08-03 08-08-03 31-08-05
	Ch. 1101 1150	MA Program Fee Schedule Changes—2007 HCPCS Updates; Addition of Procedure Codes and Modifiers; Prior Authorization	03/14/08	99-08-04
	Ch. 1141 1126	Medical Assistance Program Outpatient Fee Schedule Changes for Select Office Visit Procedure Codes	03/14/08	31-08-06 09-08-04 33-08-02
	Ch. 1121	Tamper Resistant Prescription Pads	03/21/08	99-08-03
	Ch. 1241	2008 Recommended Childhood and Adolescent Immunization Schedules	3/21/08	01-08-04 08-08-04 09-08-05 31-08-07 33-08-07
	Ch. 1101	SelectPlan for Women Program—Addition of Covered Services	04/23/08	01-08-05 08-08-06 09-08-07 24-08-06 28-08-03 31-08-09 33-08-04
	Ch. 1150	Prudent Payment of Claims—Updated	04/25/08	99-08-05
	Ch. 1121	Preferred Drug List—Spring 2008 Update	06/02/08	02-08-03 03-08-03 08-08-07 09-08-08 11-08-03 14-08-03 24-08-07 27-08-04 30-08-03 31-08-10 32-08-03
—		Revised Error Reconciliation Recommendations for the National Provider Index (NPI)	06/05/08	99-08-07

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	Ch. 1149	ADA Claim Form—Version 2006 and Discontinuance of P.O. Box 8186	06/16/08	17-08-02
	Ch. 1123	Nursing Facility Documentation Requirements for Moveable Equipment That is Rented or Leased	07/07/08	03-08-04
	Ch. 1101	Fee-For-Service Coverage for Recipients In Health Care Benefits Package 12	07/16/08	99-08-09
	Ch. 1121	Prior Authorization of Early Refills of Prescriptions	07/18/08	02-08-04 11-08-04 30-08-08 03-08-08 08-08-11 09-08-12 14-08-04 24-08-08 27-08-07 31-08-15 32-08-04
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	Ch. 1141	Increase for Select Ophthalmological Examinations		31-08-12
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	Ch. 1150	Medical Assistance (MA) Program Fee	07/22/08	05-08-02
	Ch. 1249	Increases for Select Home Health Agency Services		
	Ch. 1150	Medical Assistance Program Fee	07/22/08	18-08-03
	Ch. 1141	Increases for Select Office Visits and Consultations for Vision Services		
	Ch. 1147			
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	Ch. 1249	Increases for Select Private Duty/Shift Nursing Services to MA Recipients Under 21 Years of Age		16-08-01
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	Ch. 1150	Medical Assistance Program Fee	07/22/08	08-08-09 09-08-10 28-08-04 31-08-13 33-08-06
	Ch. 1243	Schedule Changes for Select Laboratory Procedure Codes		
	Ch. 1150	Medical Assistance Program Outpatient Fee Schedule Increase for a Select Colonoscopy Procedure	07/22/08	01-08-07
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	Ch. 1150	Fee Increases for Select Healthy Beginnings Plus Services	07/25/08	05-08-04 08-08-13 31-08-17 33-08-08 47-08-11
	Ch. 1150	Screening for Developmental Delays and Autism Spectrum Disorders	07/25/08	99-08-10
	Ch. 1241			
	Ch. 1145	Recipient Access to Chiropractic Services	08/04/08	99-08-11
	Ch. 1150	Prior Authorization of Advanced Radiologic Imaging Services	08/05/08	99-08-08

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	Ch. 1121	Ophthalmic Antibiotics Handbook Pages Pharmacy Services Fall 2010 Preferred Drug List (PDL) Update	11/12/10	01-10-44 09-10-46 02-10-35 11-10-35 30-10-35 03-10-37 14-10-36 31-10-47 08-10-45 24-10-38 32-10-35
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	Ch. 1121	Prior Authorization of Androgenic Agents—Pharmacy Services	05/26/11	01-11-06 09-11-07 27-11-04 02-11-01 11-11-01 30-11-01 03-11-02 14-11-02 31-11-07 08-11-08 24-11-05 32-11-01
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	Ch. 1121	Prior Authorization of H. Pylori Treatments—Pharmacy Services	7/2/13	01-13-32 02-13-28 03-13-28 08-13-30 09-13-32 11-13-28 14-13-29 24-13-30 27-13-30 30-13-28 31-13-36 32-13-28 33-13-32

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	Ch. 1121	Prior Authorization of Irritable Bowel Syndrome Agents—Pharmacy Services	7/13/13	01-13-35 09-13-35 27-13-33 33-13-35 02-13-31 11-13-31 30-13-31 03-13-31 14-13-32 31-13-39 08-13-33 24-13-33 32-13-31
	Ch. 1121	Prior Authorization of Acne Agents Oral— Doxycycline—Pharmacy Services	7/22/13	01-13-40 08-13-38 14-13-37 30-13-36 33-13-40 02-13-36 09-13-40 24-13-38 31-13-44 03-13-36 11-13-36 27-13-38 32-13-36
	Ch. 1127 Ch. 1150	Changes to the Payment Structure for Birth Center Services	8/29/13	09-13-13 31-13-14 33-13-13 47-13-01
	Ch. 1101	Medical Assistance Electronic Health Record (EHR) Incentive Program Year 2014 for Eligible Hospitals (EH)	9/20/13	01-13-41
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	Ch. 1121	Prior Authorization of HIV/AIDS Medications—Pharmacy Services	11/4/13	01-13-47 09-13-47 27-13-47 33-13-46 02-13-42 11-13-42 30-13-42 03-13-42 14-13-43 31-13-52 08-13-45 24-13-44 32-13-42



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	Ch. 1121	Prior Authorization of Leukotriene Modifiers—Pharmacy Services	11/4/13	01-13-48 09-13-48 27-13-48 33-13-47 02-13-43 11-13-43 30-13-43 03-13-43 14-13-44 31-13-53 08-13-46 24-13-45 32-13-43
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	Ch. 1121	Prior Authorization of Antipsychotics—Pharmacy Services	11/22/13	01-13-52 09-13-50 27-13-49 33-13-49 02-13-44 11-13-44 30-13-44 03-13-44 14-13-45 31-13-57 08-13-49 24-13-46 32-13-44
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	Ch. 1121	Preferred Drug List (PDL) Update January 22, 2014— Pharmacy Services	12/18/13	01-13-57 02-13-48 03-13-48 08-13-53 09-13-54 11-13-48 14-13-49 24-13-50 27-13-53 30-13-48 31-13-61 32-13-48 33-13-53
	Ch. 1150	Medical Assistance Program Fee Schedule Revisions	12/27/13	99-13-13
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	Ch. 1101	Changes to MA 112 Newborn Eligibility Form	1/10/14	01-14-02 47-14-01
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	Ch. 1121	Prior Authorization of Oncology Agents Oral—Pharmacy Services	2/3/14	01-14-11 09-14-09 27-14-08 33-14-09 02-14-08 11-14-08 30-14-08 03-14-08 14-14-08 31-14-10 08-14-10 24-14-08 32-14-08

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	Ch. 1121	Prior Authorization of Immunomodulators Topical— Pharmacy Services	2/3/14	01-14-09 09-14-07 27-14-06 33-14-07 02-14-06 11-14-06 30-14-06 03-14-06 14-14-06 31-14-08 08-14-08 24-14-06 32-14-06
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	Ch. 1150	Sample Review of Physicians Receiving Increased Fees for Select Primary Care Services	2/18/14	31-14-12
	Ch. 1121	Specialty Pharmacy Drug Program—Updated List of Covered Drugs—Pharmacy Services	2/18/14	99-14-05
	Ch. 1101	Provider Credentialing by the Pennsylvania Medical Assistance Program	2/27/14	99-14-02
	Ch. 1101	Re-enrollment/Revalidation of Medical Assistance (MA) Providers	3/7/14	99-14-06
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	Ch. 1243	Addition to the Medical Assistance Program Fee Schedule—Oncotype DX	5/6/14	01-14-16 08-14-12 09-14-11 28-14-01 31-14-14
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	Ch. 1121	Prior Authorization of Immune Globulins—Pharmacy Services	05/30/14	01-14-25 09-14-20 27-14-18 33-14-19 02-14-17 11-14-17 30-14-17 03-14-20 14-14-17 31-14-23 08-14-21 24-14-17 32-14-17

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	Ch. 1121	Prior Authorization of Opiate Dependence Treatments—Pharmacy Services	05/30/14	01-14-21 09-14-16 27-14-14 33-14-15 02-14-13 11-14-13 30-14-13 03-14-16 14-14-13 31-14-19 08-14-17 24-14-13 32-14-13
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	Ch. 1121	Prior Authorization of Hypoglycemic, Alpha— Glucosidase Inhibitors—Pharmacy Services	07/25/14	01-14-33 09-14-28 27-14-26 33-14-27 02-14-25 11-14-25 30-14-25 03-14-28 14-14-25 31-14-31 08-14-29 24-14-25 32-14-25
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	Ch. 1121	Prior Authorization of Antiparasitics, Topical—Pharmacy Services	07/25/14	01-14-31 09-14-26 27-14-24 33-14-25 02-14-23 11-14-23 30-14-23 03-14-26 14-14-23 31-14-29 08-14-27 24-14-23 32-14-23
	Ch. 1121	Prior Authorization of Antimigraine Agents, Other—Pharmacy Services	07/25/14	01-14-29 09-14-24 27-14-22 33-14-23 02-14-21 11-14-21 30-14-21 03-14-24 14-14-21 31-14-27 08-14-25 24-14-21 32-14-21
	Ch. 1121	Prior Authorization of Anticoagulants—Pharmacy Services	07/25/14	01-14-28 02-14-20 03-14-23 08-14-24 09-14-23 11-14-20 14-14-20 24-14-20 27-14-21 30-14-20 31-14-26 32-14-20 33-14-22
	Ch. 1121	Prior Authorization of Hypoglycemics, SGLT2 Inhibitors—Pharmacy Services	07/25/14	01-14-38 02-14-30 03-14-33 08-14-34 09-14-33 11-14-30 14-14-30 24-14-30 27-14-31 30-14-30 31-14-36 32-14-30 33-14-32



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	Ch. 1121	Prior Authorization of Hereditary Angioedema (HAE) Agents—Pharmacy Services	07/25/14	01-14-32 09-14-27 27-14-25 33-14-26 02-14-24 11-14-24 30-14-24 03-14-27 14-14-24 31-14-30 08-14-28 24-14-24 32-14-24
	Ch. 1121	Prior Authorization of Thyroid Hormones—Pharmacy Services	07/25/14	01-14-39 02-14-31 03-14-34 08-14-35 09-14-34 11-14-31 14-14-31 24-14-31 27-14-32 30-14-31 31-14-37 32-14-31 33-14-33
	Ch. 1121	Prior Authorization of Acne Agents, Oral—Pharmacy Services	08/05/14	01-14-27 09-14-22 27-14-20 33-14-21 02-14-19 11-14-19 30-14-19 03-14-22 14-14-19 31-14-25 08-14-23 24-14-19 32-14-19
	Ch. 1121	Prior Authorization of Ulcerative Colitis Agents—Pharmacy Services	08/05/14	01-14-40 09-14-35 27-14-33 33-14-34 02-14-32 11-14-32 30-14-32 03-14-35 14-14-32 31-14-38 08-14-36 24-14-32 32-14-32

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	Ch. 1149 1150	New Procedure Code for Dental Services	09/27/14	27-14-12
	Ch. 1101 1150	Presumptive Eligibility for Pregnant Women	10-24-14	01-14-19 08-14-15 09-14-14 31-14-17 33-14-13 47-14-02
	Ch. 1101	Implementation of Healthy Pennsylvania	11/04/14	99-14-09
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	Ch. 1123	Revisions to Prior Authorization Requirements For Apnea Monitors	12/09/14	24-14-34 25-14-01
	Ch. 1101	Healthy PA Benefit Plans	12/12/14	99-14-10
	Ch. 1141 1150	Medical Assistance Fees for Primary Care Services	12/20/14	31-14-40
	Ch. 1121	Prior Authorization of Hepatitis C Agents—Pharmacy Services	12/29/14	01-14-53 02-14-43 03-14-46 08-14-47 09-14-46 11-14-43 14-14-43 24-14-44 27-14-44 30-14-43 31-14-50 32-14-43 33-14-45

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	Ch. 1121	Prior Authorization of Rilutek (riluzole)—Pharmacy Services	12/29/14	01-14-51 02-14-41 03-14-44 08-14-45 09-14-44 11-14-41 14-14-41 24-14-42 27-14-42 30-14-41 31-14-48 32-14-41 33-14-43
	Ch. 1121	Prior Authorization of Compounded Prescriptions—Pharmacy Services	12/29/14	01-14-44 02-14-34 03-14-37 08-14-38 09-14-37 11-14-34 14-14-34 24-14-35 27-14-35 30-14-34 31-14-41 32-14-34 33-14-36
	Ch. 1121	Prior Authorization of Cytokine And CAM Antagonists—Pharmacy Services	12/29/14	01-14-52 02-14-42 03-14-45 08-14-46 09-14-45 11-14-42 14-14-42 24-14-43 27-14-43 30-14-42 31-14-49 32-14-42 33-14-44
	Ch. 1121	Prior Authorization of Soliris (eculizumab)—Pharmacy Services	12/29/14	01-14-48 09-14-41 27-14-39 33-14-40 02-14-38 11-14-38 30-14-38 03-14-41 14-14-38 31-14-45 08-14-42 24-14-39 32-14-38

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	Ch. 1121	Prior Authorization of Xenazine (tetrabenazine)—Pharmacy Services	12/29/14	01-14-50 02-14-40 03-14-43 08-14-44 09-14-43 11-14-40 14-14-40 24-14-41 27-14-41 30-14-40 31-14-47 32-14-40 33-14-42
	Ch. 1121	Prior Authorization of Xolair—Pharmacy Services	12/29/14	01-14-45 02-14-35 03-14-38 08-14-39 09-14-38 11-14-35 14-14-35 24-14-36 27-14-36 30-14-35 31-14-42 32-14-35 33-14-37
	Ch. 1121	Prior Authorization of Ranexa (ranolazine)—Pharmacy Services	12/29/14	01-14-46 02-14-36 03-14-39 08-14-40 09-14-39 11-14-36 14-14-36 24-14-37 27-14-37 30-14-36 31-14-43 32-14-36 33-14-38
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	Ch. 1130	Hospice Services	01/19/15	06-15-01 09-14-47 31-14-51

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	Ch. 1121	Prior Authorization of Thalidomide And Derivatives—Pharmacy Services	02/04/15	01-15-06 02-15-05 03-15-05 08-15-06 09-15-06 11-15-05 14-15-05 24-15-05 27-15-05 30-15-05 31-15-06 32-15-05 33-15-06
	Ch. 1121	Prior Authorization of Antipsychotics—Pharmacy Services	02/04/15	01-15-03 02-15-02 03-15-02 08-15-03 09-15-03 11-15-02 14-15-02 24-15-02 27-15-02 30-15-02 31-15-03 32-15-02 33-15-03
	Ch. 1121	Prior Authorization of Botulinum Toxins—Pharmacy Services	02/04/15	01-15-05 02-15-04 03-15-04 08-15-05 09-15-05 11-15-04 04-15-04 24-15-04 27-15-04 30-15-04 31-15-05 32-15-04 33-15-05
	Ch. 1121	Addition to the Medical Assistance Program Fee Schedule for Administration of Quadrivalent—Influenza Vaccine	02/18/15	01-15-01 08-15-01 09-15-01 31-15-01 33-15-01

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	Ch. 1101	Medical Assistance Program Fee Schedule Revisions	03/02/15	99-15-01*
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	Ch. 1101 1150 1225	Payment Increase for the Title XIX Medical Assistance Program Family Planning Clinics that Dispense Oral Contraceptives	03/23/15	08-15-08
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	Ch. 1121	Prior Authorization of Idiopathic Fibrosis Agent— Pharmacy Service	05/11/15	01-15-14 02-15-12 03-15-12 08-15-14 09-15-13 11-15-12 14-15-12 24-15-12 27-15-12 30-15-12 31-15-13 32-15-12 33-15-13
	Ch. 1121	Prior Authorization of Hypoglycemics, Insulin— Pharmacy Services	05/11/15	01-15-10 02-15-08 03-15-08 08-15-10 09-15-09 11-15-08 14-15-08 24-15-08 27-15-08 30-15-12 31-15-13 32-15-12 33-15-13

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	Ch. 1121	Prior Authorization of Santyl Ointment (collagenase)—Pharmacy Service	05/11/15	01-15-13 02-15-11 03-15-11 08-15-13 09-15-12 11-15-11 14-15-11 24-15-11 27-15-11 30-15-11 31-15-12 32-15-11 33-15-12
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	Ch. 1121	Prior Authorization of Antifungals, Topical—Pharmacy Services	06/22/15	01-15-17 02-15-14 03-15-14 08-15-17 09-15-17 11-15-14 14-15-14 24-15-15 27-15-14 30-15-14 31-15-17 32-15-14 33-15-16
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	Ch. 1121	Preferred Drug List (PDL) Update July 20, 2015—Pharmacy Services	06/25/15	01-15-23 02-15-20 03-15-20 08-15-23 09-15-23 11-15-20 14-15-20 24-15-21 27-15-20 30-15-20 31-15-23 32-15-20 33-15-22
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	Ch. 1121	Prior Authorization of Hypoglycemics, SGLT2 Inhibitors—Pharmacy Services	06/25/15	01-15-22 02-15-19 03-15-19 08-15-22 09-15-22 11-15-19 14-15-19 24-15-20 27-15-19 30-15-19 31-15-22 32-15-19 33-15-21



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	Ch. 1121	Prior Authorization of Opiate Dependence Treatments—Pharmacy Service	07/13/15	01-15-11 02-15-09 03-15-09 08-15-11 09-15-10 11-15-09 14-15-09 24-15-09 27-15-09 30-15-09 31-15-10 32-15-09 33-15-10
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	Ch. 1121	Specialty Pharmacy Drug Program—Pharmacy Services	08/20/15	99-15-08
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	Ch. 1101 1150	Addition to the Medical Assistance Program Fee Schedule for Administration of HPV 9 Vaccine	08/31/15	01-15-29 08-15-29 09-15-29 31-15-29 33-15-28
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	Ch. 1101 1150	Procedure Code Changes for Application of Topical Fluoride Varnish by Physicians and CRNPs	09/01/15	09-15-14 31-15-14
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**GUIDANCE MANUALS:**

- Provider Handbook 01—Physician—updated 04/2016
- Provider Handbook 03—Dentist—updated 06/20/2016
- Provider Handbook 04—Podiatrist—updated 04/2016
- Provider Handbook 05—Medical Supplier—updated 04/2016
- Provider Handbook 06/08—Short Procedure Unit/Ambulatory Surgical Center—updated 09/2015
- Provider Handbook 07—Chiropractor—updated 04/2016
- Provider Handbook 09—Birth Centers—updated 04/2016
- Provider Handbook 10-I—Independent Medical/Surgical Clinic—updated 04/2016
- Provider Handbook 11-I—Inpatient Hospital (Encompasses provider types General Hospital, Rehabilitation Hospital, Private Mental Hospital, State Mental Hospital and Extended Acute Psychiatric Care—updated 09/01/15
- Provider Handbook 11-O—Outpatient Hospital (Encompasses provider types General Hospital, and Rehabilitation Hospital—updated 09/01/15

- Provider Handbook 15—Optometrist—updated 04/2016
- Provider Handbook 16—Independent Laboratory—updated 04/2016
- Provider Handbook 18—Ambulance Company—updated 04/2016
- Provider Handbook 19—Pharmacy—updated 04/2016
- Provider Handbook 20—Portable X-Ray Provider—updated 04/2016
- Provider Handbook 21—Renal Dialysis Center—updated 04/2016
- Provider Handbook 22—Funeral Director—updated 04/2016
- Provider Handbook 23—Home Health Agency—updated 04/2016
- Provider Handbook 26—Rural Health Clinic—updated 04/2016
- Provider Handbook 28—Drug and Alcohol Clinic—updated 09/2015
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- Provider Handbook 31—Midwives—updated 04/2016
- Provider Handbook 33—Psychiatric Partial Hospitalization Facility—updated 09/01/2015
- Provider Handbook 37—Hospice—updated 04/2016
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- Provider Handbook 43—Physical Therapist—updated 04/2016
- Provider Handbook 44—Certified RN Anesthetist—updated 04/2016
- Provider Handbook 49—Certified RN Practitioner—updated 04/2016
- Provider Handbook 50—Early Periodic Screening, Diagnosis and Treatment (EPSDT) Provider updated —updated 04/2016
- Provider Handbook 54—Nutritionist—updated 04/2016
- Provider Handbook 55—PA Department of Aging (PDA) Waiver—updated 04/2016
- Provider Handbook 59—COMMCARE Waiver —updated 04/2016
- Medical Assistance Transportation Program—Instructions and Requirements (Note: Revised/Reissued Annually)

**Office of Long Term Living—Contact: Elaine Smith (717) 346-9168**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1998	—	Respite Care Nursing Facility Admissions	04/17/98	35-98-06 36-98-06
	—	Medicare Cost-Sharing Payment for Nursing Facility Residents	07/31/98	35-98-10 36-98-10
1999	Ch. 1187	Capital Component Payments for Post-Moratorium Beds	04/17/99	1187-99-01 35-99-05 36-99-05
2007		Nursing Facility Documentation Requirements for Movable Equipment that is Rented or Leased	12/07/07	03-07-10
2008		Nursing Facility Documentation Requirements for Movable Equipment that is Rented or Leased	07/07/08	03-08-04
2009		Statewide Waiting List Protocols for Office of Long Term Living Medicaid Waivers and the Act 150 Attendant Care Program	11/25/09	05-09-01 51-09-01 52-09-01 55-09-01 59-09-01
		Provider Rates for Services Funded through the OBRA, Independence and COMMCARE Waivers	06/25/09	05-09-02 17-09-02 36-09-02 41-09-02 43-09-02 55-09-02 59-09-02
2010		Financial Management Services Rate	12/23/10	05-10-09 51-10-09 52-10-09 55-10-09 59-10-09
		Office of Long Term Living Home and Community Based Program Policy Clarification Update (Omnibus Bulletin)	12/23/10	05-10-08 51-10-08 55-10-08 59-10-08

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		Dual Enrollment for Services funded through OLTL Home and Community-Based Programs and Services funded through the Office of Developmental Programs	10/25/10	05-10-07 51-10-07 52-10-07 55-10-07 59-10-07
		Individual Service Plan Development, Review and Implementation Procedures for OLTL Home and Community Based Services	10/20/10	05-10-06 51-10-06 52-10-06 55-10-06 59-10-06
		Nursing Home Transition Outreach Form	10/08/10	05-10-05 51-10-05 52-10-05 55-10-05 59-10-05
		Department of Aging/Office of Long Term Living Home and Community Based Services program Policy Clarifications	07/06/10	05-10-04 51-10-04 55-10-04 59-10-04
		Fiscal/Employer Agency Standards	06/01/10	54-10-03
		Standards and Reimbursement Rates for the Enhanced Older Adult Daily Living Center Program for Medicaid Aging Waiver Participants	04/20/10	03-10-02 41-10-02 55-10-02
		Incident Management Policy for Office of Long Term Living (OLTL) Home and Community Based Services Programs	04/09/10	05-10-01 51-10-01 52-10-01 55-10-01 59-10-01
2011		Critical Incident Management Policy for Office of Long Term Living Home and Community Based Services Programs	10/14/11	05-11-06 51-11-06 52-11-06 54-11-06 55-11-06 59-11-06
		Accessibility Adaptations and Assistive Technology	10/11/11	05-11-07 51-11-07 52-11-07 54-11-07 55-11-07 59-11-07
		Community Integration Changes provided in the MA Home and Community-Based Waiver Program	09/29/11	05-11-05 51-11-05 52-11-05 55-11-05 59-11-05
		Program Fraud & Financial Abuse in Office of Long Term Living MA Home and Community Based Services (HCBS) Programs	08/08/11	05-11-04 51-11-04 52-11-04 54-11-04 55-11-04 59-11-04
		Recession of OLTL Bulletin 05-10-07, 51-10-07, 52-10-07, 5-10-075, 59-10-07	06/30/11	05-11-03 51-11-03 52-11-03 55-11-03 59-11-03
		Billing Procedure Codes for Fiscal/Employer Agents (F/EAs)	01/21/11	54-11-01 51-11-01 59-11-01 55-11-01 05-11-01

## NOTICES

5401

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2012	CH 52	Procedures and Timeframes Related to Performance of Level of Care Assessments and Independent Enrollment Broker Responsibilities (This bulletin supersedes and replaces 55-12-02)	12/31/12	55-12-03
	CH 52	Procedures and Timeframes Related to Performance of Level of Care Assessments and Independent Enrollment Broker Responsibilities (Superseded by 55-12-03)	11/21/12	55-12-02
	CH. 1187	Nursing Facility Participation Review Process and Guidelines-statement of policy	06/30/12	42 Pa.B. 3748
	CH 52	Billing Instructions-Home and Community Based Waiver Provider's Billing of Procedure Codes 5 Based on Authorized Service Plans through PROMISE	06/05/12	05-12-01 51-12-01 55-12-01 59-12-01
	CH 52	Procedures and Timeframes Related to Performance of Level of Care Assessments and Independent Enrollment Broker Responsibilities (Superseded by 55-12-03)	11/21/12	55-12-02
	CH 52	OLTL Service Coordination Rate in Effect	07/14/12	
	CH 52	OLTL Rate for Enrollment	06/30/12	
	CH 52	OLTL Fee Schedule Rates established	06/09/12	
2013	CH 52	Hearings and Appeals	12/23/13	51-13-12 55-13-12 59-13-12
	CH 52	Rescission of Office of Long-Term Living HCBS Directives, Bulletins and Other Policy Documents	12/04/13	05-13-11 51-13-11 55-13-11 59-13-11
	CH 52	Addition to the Office of Long-Term Living Standardized Home and Community-Based Services Waiver Participant Informational Materials—Your Appeal and Fair Hearing Rights	11/14/13	05-13-10 51-13-10 55-13-10 59-13-10
		Rescission of Office of Long-Term Living HCBS Directives, Bulletins, and Other Policy Documents (subsequently repealed and reissued)	11/14/13	05-13-09 51-13-09 55-13-09 59-13-09
	CH 52	Statewide Waiting List Guidelines for Office of Long-Term Living Medicaid Waivers and the Act 150 Program	11/05/13	05-13-08 51-13-08 55-13-08 59-13-08
		OLTL Home and Community-Based Services Service Authorization Form (subsequently repealed and reissued)	7/12/13	51-13-07 55-13-07 59-13-07
	CH 52	Additions to Office of Long-Term Living Standardized HCBS Waiver Participant Informational Materials—Abuse, Neglect and Exploitation and Self-Directed Models of Service	07/12/13	51-13-06 55-13-06 59-13-06
	CH 52	OLTL Standardized Home and Community-Based Services Waiver Participant Informational Materials	05/20/13	51-13-04 55-13-04 59-13-04

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	CH 52	Clarification of type, scope, amount, duration and frequency of services	05/16/13	05-13-05 08-13-05 11-13-05 17-13-05 19-13-05 25-13-05 26-13-05 41-13-05 51-13-05 54-13-05 55-13-05 59-13-05
	CH 52	Providing for Absence Policies in the Enhanced Adult Daily Living Centers	03/22/13	03-13-03 41-13-03 55-13-03
	CH 52	Billing Instructions-Home and Community Based Waiver Provider's Billing of Procedure Codes Based on Authorized Service Plans through PROMISE™	02/07/13	05-13-02 51-13-02 54-13-02 55-13-02 59-13-02
	CH 52	OLTL Enrollment Fee Increase	01/26/13	
	CH 52	OLTL Service Coordination Rate Increase	01/26/13	
	CH 52	Maintaining Waiver Eligibility While in an Institution	01/24/13	05-13-01 51-13-01 52-13-01 55-13-01 59-13-01
2014	—	Preventable Serious Adverse Events	09/13/14	03-14-08
	CH 52	Service Coordination After-Hours Coverage	06/19/14	51-14-07 55-14-07 59-14-07
		Financial Management Services Information	05/12/14	51-14-07 54-14-07 55-14-07 59-14-07
		Act 150 Program Sliding Fee Scale-2014 Revised	05/12/14	59-14-06
		Revised Target Resident (MI, ID, ORC) Reporting Form (MA 408)	02/12/14	03-14-12
	CH 52	Release of OLTL Home and Community-Based Services Provider Handbook	01/30/14	03-14-02 05-14-02 08-14-02 11-14-02 17-14-02 19-14-02 23-14-02 25-14-02 26-14-02 41-14-02 51-14-02 54-14-02 55-14-02 59-14-02
2015	CH 52	Critical Incident Management	04/16/15	05-15-02 51-15-02 54-15-02 55-15-02 59-15-02
2015		Act 150 Program Sliding Fee Scale—2015	03/09/15	54-15-01, 59-15-01

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	CH 52	Critical Incident Management	04/16/15	05-15-02 51-15-02 54-15-02 55-15-02 59-15-02
	CH 52	Rescission of HCBS Directives, Bulletins and other Policy Documents	10/27/2015	54-15-03, 59-15-03
	CH 52	Individual Service Plan Development, Review and Implementation	12/07/2015	54-15-06, 59-15-06
		Revised Pennsylvania Preadmission Screening Resident Review Identification (Level I) Form (MA 376)	12-15-2015	01-15-04 03-15-04 07-15-04 55-15-04
		Revised Pennsylvania Preadmission Screening Resident Review Evaluation (Level II) Form (MA 376.2)	12-15-2015	01-15-05 03-15-05
2016		Overtime and Minimum Wage Requirements in Participant-Directed Models of Service	01/11/2016	54-16-01, 59-16-01
		Electronic Submission of Nursing Facilities' MA-11 Cost Reports, Supporting Documentation and Signed Certification Report	03-01-2016	03-16-02
		Provider Choice Protocol	03/08/2016	59-16-03
		Act 150 Program Guidelines	05/12/2016	54-16-04, 59-16-04
		Act 150 Program Sliding Fee Scale for Calendar Year 2016	06-01-16	54-16-05, 59-16-05

**GUIDANCE MANUALS:****Bureau of Home and Community Based Services**

- Aging Medicaid Waiver # 279
- Attendant Care Waiver # 277
- COMMCARE Waiver # 0386
- OBRA Medicaid Waiver # 0235
- Independence Medicaid Waiver # 0319

**Nursing Facility**

- Interpretive Guidelines—interpretations of the 1187 Nursing Facility regulations used during audits of the MA-11 Cost Reports
- Instructions for Financial and Statistical Report-Form MA-11
- MA-11 Cost Report Submission System—End User Manual V.5.1
- Nursing Facility Assessment End User Manual
- Resident Data Reporting Manual
- UB-04 Billing Guide for PROMISE™ Nursing Facilities for County and Nonpublic Nursing Facilities and State Restoration Centers—Nursing facility services only applies to county nursing facilities and nonpublic nursing facilities. Regulations related to payment for nursing facility services can be found under 55 Pa. Code Chapters 1187 and 1189 and does not include intermediate care facilities for persons with an intellectual disability, Federal or State-owned long-term care nursing facilities or Veteran's homes.
- Data Book (Participation Review Workbook)

**Office of Children, Youth & Families—Contact: Cathy Utz (717) 705-2912**

**POLICY STATEMENTS:**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1980	Ch. 3140	Funding of Basic Ed. Components of Private Day Treatment Center Programs	10/29/80	99-80-22
1982	Ch. 3130	Notice of Right to Appeal for Spanish-Speaking Clients	12/30/82	3130-82-01
1983	Ch. 3130	Clarification of the Definition of "Accept for Service"	02/04/83	3130-83-03
	Ch. 3700	Waiver for Foster Family Homes by Foster Family Care Agencies	02/04/83	3700-83-01
	Ch. 3130	Clarification of County C & Y Agency Requirements with Respect to Fee Setting	02/04/83	3130-83-04

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 3130	Clarification on Caseworker-to-Family Case Load Ratio & Case Management Functions	02/04/83	3130-83-07
	Ch. 3140	Clarification of Adoption Asst. to Relatives in Adoption Cases	05/02/83	3140-83-07
	Ch. 3140	3130.64(b)(2), 3130.67(9), 3140.131(7), 3700.35(b)(1) Reimbursement to Parents for the Cost of Child Visits	08/15/83	3130-83-11 3140-83-13 3700-83-03
1984	Ch. 3001	Transmittal of Interdepartment Memo. on Nonimmunized Students Excluded from Attending School	07/08/84	99-84-13
	Ch. 3490	Release of Child Abuse Info. to the Media	08/15/84	99-84-20
	Ch. 3130	Interstate Compact on Juveniles	09/30/85	99-85-27
	Ch. 3490	Providing Copies of Child Abuse Reports to Subjects	11/20/85	99-85-28
1986	Ch. 3490	Law Enforcement Officials as Perpetrators of Suspected Child Abuse	07/15/86	3490-86-04
	Ch. 3490	Policy Clarifications Regarding Child Protective Services Law and Regulations as Related to Act 33	04/01/86	3490-86-02
	Ch. 3490	Policy Clarifications Regarding Child Protective Services Law and Regulations as Related to Act 33—Part II	06/16/86	3490-86-05
	Ch. 3490	Policy Clarifications Regarding Child Protective Services Law and Regulations as Related to Act 33—Part III	11/01/86	3490-86-08
1987	Ch. 3490	Implementation of Child Protective Service Policies Relating to Alleged Medical Neglect of Disabled Infants	05/01/87	3490-87-01
	Ch. 3490	Sharing Child Abuse Info Among DPW Offices	09/01/87	3490-87-03
	Ch. 3490	Policy Clarification of the Child Protective Services Law and Regulations	06/01/87	3490-87-02
	Ch. 3140	Personal Incident Costs	10/01/87	3140-87-05
	Ch. 3140	OCYF Financial Participation in Costs of County Human Service Departments	08/31/87	3140-87-02
1988	Ch. 3490	Screening Student Interns	05/88	3490-88-01
1989	Ch. 3350	Adoption Record Disclosure	07/01/89	3350-89-01
1991	Ch. 3130	Regulatory Interpretation Guidelines for Revisions to Chapter 3130	09/20/91	3130-91-03
1994		Supervised Independent Living Guidelines	07/94	00-94-07
		Site Visits and Access to Records by PA Protection and Advocacy, Inc.	08/22/94	00-94-19
1995	Ch. 3490	Amendments to the Child Protective Services Law that Become Effective July 1, 1995	09/05	3490-95-02
1996	Ch. 3490	Certification and Training for Children and Youth Workers	06/20/96	3490-96-03
		Surveying and Evaluating Child Welfare Agencies Implementation and Compliance with MEPA	08/15/96	00-96-06
1997	Ch. 3140	Availability of Federal Financial Participation For Profit Residential Child Care Facilities	01/17/97	3140-97-02
		Access to Pennsylvania State Police Records	10/01/97	00-97-09
		Priority Placement Request Procedures for the Interstate Compact on the Placement of Children	12/01/97	00-97-12
1998	Ch. 3140	MEPA 1994—Small Business	02/07/98	3140-98-03
		1997 Association of Juvenile Compact Administrators Rules and Regulations Amended Travel Permit	06/01/98	00-98-06
1999	Ch. 3140	Adoption Assistance Questions and Answers	03/17/99	3140-99-01



<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 3490	Drug Convictions Prohibiting Hiring and Approving Foster/Adoptive Parent Applications	02/03/99	3490-99-01
	Ch. 3490	Implementation of Revisions to the Child Protective Services Law as Amended by Act 127 of 1998	10/01/99	3490-99-02
2000	Ch. 3140	AFCARS Planning, Budgeting and Invoicing Procedures	08/15/00	3140-00-02
	Ch. 3490	Child Death Review and Report Protocols	10/10/00	3490-00-01
2001	Ch. 3130	The Second Revised Interim Guidelines for the Adoption and Safe Families Act of 1997	01/02/01	3130-01-01
	Ch. 3140	Revised Policies and Procedures: Title IV-E Placement Maintenance Eligibility and Reimbursability, Title IV-E Adoption Assistance Eligibility and Title XX Medicaid Eligibility	04/09/01	3140-01-01
	Ch. 3490	Revised Certification and Training Requirements for Children and Youth Supervisors	09/25/01	3490-01-02
2003		Kinship Care Policy	06/30/03	00-03-03
		Megan's Law	04/13/03	00-03-02
	Ch. 3140	Interstate Compact on Adoption and Medical Assistance	01/01/04	3140-03-02
	Ch. 3350	Statewide Adoption Network Policies and Procedures	01/01/03	3350-03-01
	Ch. 3490	<i>A.Y. v. DPW/Allegheny County</i>	03/10/03	3490-03-01
	Ch. 3490	Federal Criminal History Clearances for PA Residents	04/25/03	3490-03-02
2004		MH/MR Services for Children Placed Out-of-County In Pre-Adoptive or Foster Homes	07/19/04	00-04-02
	Ch. 3140	Child Welfare TANF Services Policies and Procedures	05/17/04	3140-04-06
	Ch. 3140	Approval/Licensing of Foster Family Homes	04/01/04	3140-04-02
	Ch. 3140	Child Placements with Emergency Caregivers	07/01/04	3140-04-05
	Ch. 3490			3490-04-01
	Ch. 3700	Medical Foster Care Services for Children Served by County Children and Youth Agencies	07/01/04	Special Transmittal
2005	Ch. 3490	Implementation of Act 160 of 2004 Amending the Child Protective Services Law	09/01/05	3490-05-01
2006		Federal Financial Participation Rate Change for Title IV-E Placement Maintenance and Adoption Assistance Costs	10/18/06	00-06-05
	Ch. 3140	Random Moment Time Study Policy and Procedures— Juvenile Probation Offices	07/28/06	3140-06-03
	Ch. 3140	Federal Title IV-E and Medicaid Administrative Invoicing Procedures	09/12/06	3140-06-05
	Ch. 3140	Random Moment Time Study Requirements Family Service Plan Documentation	10/11/06	Special Transmittal
	Ch. 3800	Strategies and Practices to Eliminate Unnecessary Use of Restraint	01/30/06	Special Transmittal
	Ch. 3490	Safety Assessment and Planning Process	03/15/06	3490-06-01
2007		FFP Rate Change for Title IV-E Placement Maintenance and Adoption Assistance Costs	04/16/07	00-07-01
	Ch. 3490	Protocol to Address Domestic Violence in Families with Child Welfare Involvement	08/03/07	Special Transmittal
2008	Ch. 3350	Expanded Ground for Involuntary Termination of Parental Rights	04/03/08	Special Transmittal
	Ch. 3490	Frequency and Tracking of Caseworker Visits to Children in Federally Defined Foster Care	05/01/08	3490-08-05
	Ch. 3140	Title IV-E Foster Case Maintenance and Adoption Assistance Program Costs Allowable for Federal Financial Participation (FFP)	05/12/08	3140-08-01

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 3350 Ch. 3490 Ch. 3700	Implementation of Safe and Timely Placement of Foster Children Act (P.L. 109-239)	05/12/08	99-08-01
	Ch. 3490	Implementation of Act 126 of 2006 Amending the Child Protective Services Law	03/24/08	3490-08-02
	Ch. 3490	Implementation of Act 179 of 2008 And Act 72 of 2007 Amending the Child Protective Services Law	06/27/08	3490-08-03
	Ch. 3490	Implementation of New Reporting Requirements As Required by Act 146 of 2006 and Act 179 of 2006	10/01/08	3490-08-04
	Ch. 3700	Implementation of Act 68 of 2005 (The Resource Family and Adoption Process Act), Act 73 of 2005 (The Resource Family Care Act), and Act 78 of 2007	10/01/08	3700-08-01
	Ch. 3130 Ch. 3350 Ch. 3700	Impact of Act 109 on Agency Operations	12/29/08	Special Transmittal
2009		Act 76 of 2007	01/07/09	Special Transmittal
	Ch. 3130 Ch. 3140 Ch. 3700	Fostering Connections to Success and Increasing Adoptions Act of 2008	02/24/09	Special Transmittal
	Ch. 3130	Implementation of the Indian Child Welfare Act of 1978	03/09/09	3130-09-01
	Ch. 3170	Out of Home Placement Services—Contract Documentation	04/07/09	3170-09-01
	Ch. 3170	Out of Home Placement Services—Contract Documentation	08/25/09	3170-09-02
	Ch. 3700 Ch. 3800	Disaster Planning	10/09/09	Letter from Deputy Secretary
	Ch. 3800	Strategies and Practices to Eliminate the Use of Unnecessary Restraints	12/19/09	3800-09-01
	Ch. 3800	Prone Restraints in Children's Facilities	12/19/09	3800-09-02
	Ch. 3140	Implementation of Child Care Funding Policy Beginning State Fiscal Year (SFY) 2010-2011	07/01/09	3140-09-03
	Ch. 3130 Ch. 3140	Fostering Connections to Success and Increasing Adoptions Act of 2008—Adoption Program Requirements	12/30/09	Special Transmittal
2010	Ch. 3130	Shared Case Responsibility and Procedures	05/03/10	3130/10/01 3130/10/02 3140/10/03
		Permanent Legal Custodian		
		Educational Portions of "Non-Educational" Residential Treatment	01/04/10	OMHSAS-10-02
	Ch. 3130	Termination of Parental Rights and Compelling Reasons	01/05/10	Special Transmittal
	Ch. 3140	Needs-Based Plan/Budget Amendment	04/20/10	3140-10-01
	Ch. 3130	Shared Case Responsibility Policy and Procedures	05/03/10	3130-10-01
		YDC/YFC Interim Per Diem Rates Effective July 1, 2010	07/01/10	00-10-01
	Ch. 3130	Permanent Legal Custodian Policy	07/30/10	3130-10-02 3140-10-03
	Ch. 3130	Change in Process for Verifying Paternity	08/04/10	Special Transmittal
	Ch. 3800	Act 45 of 2010 Regarding Restraint Use and Reporting Requirements of Pregnant Females	08/04/10	3800-10-01

## NOTICES

5407

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 3130	Implementation of 45 CFR Part 1356 Chafee Nation Youth in Transition Database Part 1	08/09/10	3130-10-03
	Ch. 3130	Educational Stability & Continuity of Children Receiving Services from the County Children & Youth Agency (CCYA) Including the Use of an Education Screen	09/17/10	3130-10-04
	Ch. 3130	Clean Indoor Air Act Compliance Guidance	09/17/10	3130-10-05
	Ch. 3170	Out of Home Placement Services—Contract Documentation	12/23/10	3170-10-02
		Complex Case Planning	12/28/10	00-10-02
2011	Ch. 3130	Basic Health Information Form (CY980)	04/01/11	3130-11-01
	Ch. 3350	Implementation of Act 101 of 2010	04/25/10	3350-11-01
	Ch. 3490	Developmental Evaluation and Early Intervention Referral Policy	Issued 06/07/10; Revised 06/01/11	3490-10-01
	Ch.3140	Fiscal Year 2012-13 Children, Youth and Families Needs-Based Plan and Fiscal Year 2011-12 Implementation Plan Instructions	Issued 05/27/11; Revised 06/17/11	3140-11-01
	Ch. 3140	Act 148 Invoicing Procedures for County Child Welfare Services	07/06/11	3140-11-02
		YDC/YFC Interim Per Diem Rates Effective 7/1/11	09/15/11	00-11-02
	Ch. 3130	Youth Independent Living Services Guidelines (and Appendix)	07/08/11	3130-11-04
	Ch. 3490	Implementation of Act 201 of 2002 (Safe Haven)	07/15/11	3490-11-01
2012		Master Client Index (MCI) Service Expansion	02/15/12	00-12-01
	Ch. 3490	Statewide General Protective Services (GPS) Response Times	04/13/12	3490-12-01
	Ch. 3130, 3680 3800	Children in Foster Care Act (Act 119 of 2010)	02/10/12	3130-12-02 3680-12-01 3800-12-02
	Ch. 3140	Random Moment Time Study Policies and Procedures County Children and Youth Agencies	05/07/12	3140-12-02
	Ch. 3130	Concurrent Planning Policy and Implementation	05/11/12	3130-12-03
2013		YDC/YFC Interim Per Diem Rates Effective July 1, 2013	10/07/13	00-13-01
	Ch. 3140	Fiscal Year 2012/13 Act 148 Invoicing And Medicaid Invoicing Procedures for County Child Welfare Services	05/15/13	3140-13-01
	Ch. 3140	County Children and Youth Program Title XX and Title IV-B Procedures	06/28/13	3140-13-04
	Ch. 3140	Fiscal Year 2014-15 Children, Youth And Families Needs-Based Plan and Fiscal Year 2013-14 Implementation Plan Instructions	07/03/13	3140-13-03
	Ch. 3140	Fiscal Year 2013/14 Act 148 Invoicing And Medicaid Invoicing Procedures for County Child Welfare Services	09/11/13	3140-13-05
	Ch. 3140	Federal Title IV-E Invoicing Procedures Manual	10/15/13	3140-13-06
2014	Ch. 3800	Search and Seizure in Programs that Serve Children and Youth	02/28/14	3800-14-01

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2014		Information Sharing Policies and Procedures for Communication Between Agencies and Individuals Who Supervise and Care for Children and Youth in Out-of-Home Placement and the Physical Health and Behavioral Health Managed Care Organizations	05/23/14	00-14-01
		YDC/YFC Interim Per Diem Rates Effective July 1, 2014	07/01/14	00-14-02
		Act 80 of 2012 and Act 91 of 2012	10/16/14	Special Transmittal
	Ch. 3130	Youth Independent Living Services Guidelines	12/08/14	3130-14-01
	Ch. 3130, 3700, 3800	Implementation of the Sex Offender Registration and Notification Act relating to the Registration of Juvenile Offenders	09/17/14	3130-14-02 3700-14-01 3800-14-02
	Ch. 3140	Fiscal Year 2015-16 Children, Youth And Families Needs-Based Plan and Fiscal Year 2014-15 Implementation Plan Instructions	05/14/14	3140-14-01
		Fiscal Year 2014-15 Act 148 Invoicing And Medicaid Invoicing Procedures for County Child Welfare Services	11/21/14	3140-14-02
	Ch. 3800	Search and Seizure in Programs that Serve Children and Youth	02/28.14	3800-14-01
2015		YDC/YFC Interim Per Diem Rates Effective July 1, 2014	07/01/15	00-15-02
	Ch. 3140	Fiscal Year 2016-17 Children, Youth And Families Needs-Based Plan and Fiscal Year 2015-16 Implementation Plan Instructions	05/15/15	3140-15-01
		Fiscal Year 2015-16 Act 148 Invoicing And Medicaid Invoicing Procedures for County Child Welfare Services	01/08/16	3140-15-02
	Ch. 3490	Implementation of Child Fatality and Near Fatality Review and Report Protocols As Required by Act 33 of 2008 and Act 44 of 2014	07/15/15	3490-15-01

**GUIDANCE MANUALS:**

- Planning Permanent Families for Children Residing in Mental Retardation Residential Facilities
- Audit Clause Language for Use in All County Child Welfare Service Provider Contracts
- Indirect Costs Under the County Cost Allocation Plan Guidelines
- Reporting of Indirect Costs—County Children and Youth Services
- Local Management Agency Policy and Procedures Manual
- PA Standards for Child Welfare Practice
- Model Petitions and Court Orders
- Foster Care Visitation Manual
- Safety Assessment and Management Process Reference Manual (last updated 06/09)
- Special Transmittal on Safe Sleep Environment Recommendations for Infants One Year of Age and Under (10/28/08)
- Pennsylvania's Child Welfare Practice Model
- Model Set of Standards for Pennsylvania's Multidisciplinary Investigative Teams

**INTERNAL GUIDELINES:**

- Youth Development Center/Youth Forestry Camp Policy Manual
- Report on Recommended Best Practices for IV-E & TANF Programs

**Office of Mental Health and Substance Abuse Services/—Contact: Stephanie Webb (717) 783-8067**

**POLICY STATEMENTS:**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1980	Ch. 5310	Fee for Service Funding of Mental Health Community Residential Rehabilitation (CRR) Programs	12/05/80	6100-80-02
	Ch. 4210			
1981	Ch. 4226	Office of Mental Health County Program Record Retention Policy	02/17/81	5000-81-01

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 4220	Eligibility of "At Risk" Children for MH/MR Services	05/05/81	99-81-23
	Ch. 5100			
	Ch. 4226	Interpretation of Section 6404.3.2 of the 6400 MH/MR Regulations Search of Visitors and Residents/Patients at State-Operated Mental Hospitals, Long-Term Care Units and Restoration Centers	02/20/81	6000-81-02
	Ch. 4000	Funding of Early Intervention Services for Children Identified as MR, Mentally Disabled, or At Risk	12/07/81	99-81-59
		Responsibility for Collection of Tuition Exp. Under Act 199 of 1980 for Out-of-State Residents	12/21/81	99-81-49
			03/17/82	199-82-01
1982	Ch. 4210	Procedures for Discharge of Mentally Retarded Patients at State Mental Hospitals	04/02/82	99-82-14
	Ch. 11			
	Ch. 5310	Financial Competency Statements	04/16/82	99-82-14
	Ch. 5310	8600 Letters of Agreement Between CRR Service Providers and County Administrative Programs	05/10/82	8000-82-04
	Ch. 11	Building Occupancy Requirement for CRR Service Providers	06/25/82	8000-82-06
	Ch. 5100	Vecchione Competency Determinations, Procedures, and Alternatives		
	Ch. 11	Voting Rights and Procedures	07/16/82	99-82-33
	Ch. 5310	New Vecchione Petition Forms	08/17/82	99-82-36
	Ch. 11	Community Residential Rehabilitation Services for Young Adult Clients Monitoring the Guardianship Petitioning Process at State Centers and State Mental Hospitals	08/20/82	99-82-39
			09/15/81	99-82-50
			09/24/82	99-82-47
1983	Ch. 1101	Payment of Residential Placement Costs for Mentally Retarded or Severely Emotionally Disturbed Children in Residential Facility	03/08/83	99-83-10
	Ch. 1150			
	Ch. 4210	Continuity of Care	05/26/83	99-83-19
	Ch. 11			
	Ch. 5100	Guardianship Petitioning Process—Redeterminations	07/18/83	99-82-4799-
	Ch. 5100	Informed Consent to Non-Psychiatric Health Care at State Mental Hospitals.	08/02/83	83-26
	Ch. 5100			
	Ch. 5310	Referral Procedures for "Guilty But Mentally Ill" Individuals	08/08/83	99-83-23
		Notification of State Mental Hospital 302 Commitments	08/08/83	99-83-29
	Ch. 5210			
	Ch. 5100			
	Ch. 20	Guidelines for the Development of Children's Community Residential Rehabilitation Services (CRRS) Programs	09/15/83	99-83-35
		Patient Care Review Committee		
		Child and Adolescent Partial Hospitalization Programs Associated with School Programs	09/21/83	99-83-38
			11/14/83	99-83-41
		Guidelines for Voluntary and Involuntary Patients Refusing Physical Examination on Admission	11/22/83	99-83-42
		Expiration of 4th Provisional Cert. of Compliance	12/15/83	99-83-49

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1984		Charges for Evaluation and Reports Requested by OVR	04/13/84	99-84-11
	Ch. 13	Guidelines for the Physical Structure of Seclusion Rooms	05/01/84	99-84-19
	Ch. 4300 Ch. 4210	County Indirect Cost Allocation Plan Guidelines	06/13/84	99-84-22
	Ch. 5100	Continuity of Care	06/05/84	99-84-24
		Treatment Team Management	08/01/84	99-84-30
	Ch. 4310	Guidelines for Delivery of MH Forensic Svs. To Persons in Co. Jails & Persons on Prob. Or Parole	08/27/84	99-84-38
		Use of Authorized Absence at Discharge	08/23/84	99-84-39
		Care and Maintenance Policy	08/29/84	99-84-42
		Standards for Psychological Services in State Mental Hospitals and South Mountain Restoration Center	10/12/84	99-84-49
1985	Ch. 4300	County Indirect Cost Allocation Plan Guideline Update—Maintenance In Lieu of Rent as a Direct Cost (Joint MH/MR Bulletin)	08/22/85	99-85-17
	Ch. 1153	Requirements for Treatment Plans & Documentation of Treatment	10/31/85	29-85-02 33-85-02
	Ch. 4210	Readmission from Community Placement Within 30 Days of Discharge	05/03/85	99-85-21
	Ch. 5100	Administration of Psychotropic Medication to Protesting Patients	03/11/85	99-85-10
	Ch. 5100	Treatment of Persons During Pendency of a 304 or 305 Commitment Petition	07/22/85	99-85-19
	Ch. 11	Predischarge Money Management Planning	10/28/85	99-85-38
	Ch. 4310	Care and Maintenance Policy Guidelines for Indigent Certification	12/10/85	99-85-44
	Ch. 5100	Guidelines for Use of Electroconvulsive Therapy (ECT)	03/05/85	99-86-06
1986	Ch. 4000	Procedures for Review of Service Eligibility and Termination Decisions	01/17/86	99-86-01
	Ch. 3490	Implementation of Act 33 of 1985	03/19/86	99-86-11
	Ch. 5100	Involuntary Outpatient Commitment	05/08/86	99-86-14
		Community Support Programs: Social Security Work Incentives	06/23/86	99-86-20
		Education: A Crucial Strategy in the Rehabilitation of the Mentally Ill		
		Community Support Programs: The Job Training Partnership Act	05/21/86	99-86-16
		Families of Mentally Ill Self Help Movement	03/18/86	99-86-10
			03/18/86	99-86-07
1987	Ch. 4305	Client Liability Community MH/MR Liability	05/21/87	4305-87-02
	Ch. 5100	Notice of Grievance & Appeal Proc. Involuntary Outpatient Commitment	09/08/87	99-87-23
		Revised MH/MR Client Liability Community Services Regulations		
	Ch. 4305	Model Policy and Procedures AIDS/HIV	01/08/87	4305-87-01
		Blind/Visually Impaired Patients	07/22/87	99-87-26
		The Consumer's Self-Help Alternative	01/15/87	99-87-08
		OMH Policy on Application of Act 33 and Administrative Bulletin 00-85-96	01/15/87	99-87-05
	Ch. 3490		01/16/87	99-87-04
1988	Ch. 4305	Quarterly Liability Summaries	01/29/88	4305-88-01

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1151 1163	MA Revisions to Chapters 1151 and 1163 Regulations	06/29/99	11-88-02
	Ch. 1101 1150	Fee Schedule Revisions and Transportation Requirements	06/30/88	00-88-14
		Do Not Resuscitate (DNR)	07/12/88	00-88-12
	Ch. 1153	Appropriate Billing for Psychiatric Partial Hospitalization Providers and Outpatient Psychiatric Clinics	03/01/88	00-88-03
	Ch. 1101	County Payment Exception for TCM Services	11/04/88	1101-89-01
1989	Ch. 4210	Abatement for Liability for Psychological Evaluations	09/14/89	00-89-17
	Ch. 1550	Signature Requirements	09/25/89	00-89-07
		Accessibility of Appropriate MH Services for Persons who are Hearing Impaired	10/10/89	00-89-09
	Ch. 5100	Requirement to Notify County Administrators	11/28/89	00-89-12
1990		SSI Disability for Children	09/27/90	00-90-24
1991	Ch. 1151	Certification of Need—Medical Assistance Patients Under the Age of 21	06/24/91	13-91-01
		Clozaril Monitoring and Evaluation Visit		
	Ch. 1153	State Mental Hospital Admission of Involuntary Committed Individuals	11/06/91	29-91-07
	Ch. 5100	Physicians Services Coverage	08/15/91	SMH-91-04
		Annual Income and Expenditure Reports Certification and Appeal Process	06/10/91	SMH-91-03
		Patient/Client Information System		
	Ch. 4300		10/21/91	OMH-91-13
		MA Patients Under 21—Certification of Necessity		OMH-91-09
			07/01/91	OMH-91-05
		Transmittal of General Family Based Mental Health Services Program Issues		OMH-91-19
	Ch. 1151	OMAP Independent Team—Certification of Need—MA Patients Under the Age of 21	04/30/91	13-92-03
1992		Clozapine Support Services	02/27/92	01-92-04
		Community Residential Rehabilitation Services (CRRS) Length of Stay Policy		OMH-92-05
	Ch. 1151	Clarification of CRR Regulation Section 5310.33(e)	02/21/92	OMH-92-06
				OMH-92-07
	Ch. 1153	Policy and Guidelines on Ensuring the Protection of Human Rights (Patient Rights)	01/31/92	SMH-92-01
	Ch. 5310		04/03/92	OMH-92-16
	Ch. 5310	Patient Care Evaluation Studies		OMH-92-12
		MH Crisis Intervention Services Implementation	04/03/92	OMH-92-14
			05/05/92	
	Ch. 5100	Community Integrated Employment Program Definitions	06/24/92	
		Patient Abuse Investigations Investigator's Resource Manual	10/15/92	
			11/10/92	
	Ch. 14		12/14/92	

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1993	Ch. 1101	PAYMENT FOR MENTAL HEALTH SERVICES PROVIDED IN A RESIDENTIAL TREATMENT FACILITY FOR ELIGIBLE INDIVIDUALS UNDER 21 YEARS OF AGE	01/01/93	1165-93-07 01-93-04
		Patient Smoking		
		Tuberculosis Surveillance and Management	06/15/93	SMH-93-02
		Immunization of Patients/Residents and Employees	06/15/93	SMH-93-03
	Ch. 5221	Resource Coordination Implementation	07/09/93	SMH-93-04
			07/30/93	OMH-93-09
	Ch. 1101	Cooperation with Utilization Review		OMH_93-08
			09/17/93	
		MH Crisis Intervention Service Guidelines		OMH-93-10
			08/09/93	00-93-23
	Ch. 4210	Medical Assistance for Children		
			09/15/93	
	Ch. 5221	Intensive Case Management Record Requirement	09/21/93	5221-93-01
		Providing Service to Persons with Autism/Pervasive Developmental Disorder	11/09/93	00-93-29
1994	Ch. 1150	Outpatient Psychiatric Services For Children Under 21 Years of Age	01/11/94	01-94-01 41-94-01 48-94-01 49-94-01 50-94-01
		Responsibilities of South Mountain Restoration/Long Term Care Facilities Regarding Implementation of Nursing Home Reform Legislation	02/14/94	OMH-94-03
		Responsibilities of South Mountain Restoration/Long Term Care Facilities Regarding Implementation of Nursing Home Reform Legislation		OMH-94-02
		180-Day Exception Requests and Invoice Submission Time Frames	02/23/94	
		180-Day Exception Requests and Invoice Submission Time Frames		OMH-94-07
		Serious Mental Illness: Adult Priority Group		OMH-94-09
	Ch. 1101		04/11/94	OMH-94-05
	Ch. 1101	Prior Authorization of Partial Hospitalization Services for Children Beyond the Limit of Total Number of Hours	05/27/94	33-94-04
		Plan of Care Summary Form Referenced in 01-94-01		01-94-05
		Guidelines for Assuring Accessibility of State Mental Hospital Services for Persons who are Hearing Impaired	03/04/94	SMH-94-02
	Ch. 1153		12/30/94	
			04/01/94	
			06/28/94	
1995	CH. 1153	ACCESSING OUTPATIENT WRAPAROUND MENTAL HEALTH SERVICES Not Currently Included in the Medical Assistance Program Fee Schedule for Eligible Children Under 21 years of Age	09/08/95	1153-95-01
	Ch. 1163	Revision of Utilization Guidelines for Inpatient Hospital Drug and Alcohol Services Under the Medical Assistance Program	11/06/95	01-95-20 11-95-12 1163-95-01
	Ch. 1163	Guidelines for Inpatient Hospital Drug And Alcohol Services—Non Availability Of a Non-Hospital Bed	11/06/95	01-95-21 11-95-13 12-95-08



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	Ch. 1150	Mental Health Services Provided In Non-JCAHO Accredited Residential Facility For Children Under 21 Years of Age	09/08/95	1157-95-01 01-95-12 11-95-08 12-95-04 13-95-01 14-95-01 17-95-05 41-95-03 50-95-03 53-95-01
	Ch. 1101	Update—JCAHO—Accredited RTF Services	09/08/95	01-95-13 11-95-09 12-95-05 13-95-02 14-95-02 17-95-06 41-95-04 50-95-04 53-95-02
	Ch. 4000			1165-95-01
	Ch. 1101	Room and Board Payments for MH-only Children in Residential Facilities Which are Not JCAHO Accredited	04/03/95	4000-95-01
	Ch. 5100	Signature Requirement	02/01/95	01-95-01
	Ch. 20	Crime Victim Notification: Act 155 Expanding the Bill of Rights for Victims of Crime	08/25/95	SMH-95-01
		License/Approval Process for Community Based Mental Health Service Programs	06/12/95	OMH-95-08
		Guidelines for Safeguarding Patient Property	03/01/95	OMH_95-05 OMH-95-04
		Distribution of PARF Position Statement for State Hospital Vocation Adjustment Services	03/15/95	OMH-95-03
		Guidelines for Supporting the Development of Consumer Self-Help	03/15/95	
1996	—	Summer Therapeutic Activities Program	04/25/96	50-96-03
		Procedure for Service Descriptions (for BHRS Providers)	04/29/96	01-96-11
	Ch. 20	Non-Renewal of Licenses for Community Based Mental Health Providers that have Suspended Services	05/24/96	OMH-96-02 OMH-96-04
	Ch. 1150	Procedure for Claiming Federal Reimbursement of Administrative Costs for Medicaid Funded MH services	06/14/96	SMH-96-01 SMH-96-02
		Tuberculosis Infection Control Program	08/09/96	
		Implementation of Act 28 of 1995 in OMH-Operated Long Term Care Units and South Mountain Restoration Center	08/26/96	
1997	Ch. 14	Reporting Alleged Neglect of Care of Dependent Persons under Act 28 of 1995	01/15/97	OMH-97-01 00-97-02
	Ch. 4305	Quarterly Liability Summaries Supplement and Amendment	02/07/97	
		Role of State Mental Hospital and Restoration Center Boards of Trustees		SMH-97-01
		Training for EPSDT Expanded Services Providers (Provider Type 50) on Completing MA Invoices	3/21/97	50-97-03
		Change in Billing Procedures for Psychotherapy	07/07/97	28-97-06

Year	Code Citation	Subject	Date Issued	Bulletin Number
	Ch. 1150		07/14/97	29-97-06
	—	Change in Procedure for Requesting and Billing Therapeutic Staff Support (TSS) Services	09/17/97	01-97-16 41-97-02 48-97-02 49-97-06 50-97-05
1998	Ch. 4300	Reporting Requirements for Services Funded Through County Base and CHIPP Funds	02/17/98	OMH-98-01
	Ch. 1223	Drug and Alcohol Clinics with Provisional Licenses	03/03/98	28-98-01 1123-98-01
	Ch. 1163	Revision of Utilization Guidelines for Inpatient Hospital Drug and Alcohol Services Under the Medical Assistance Program	05/18/98	1163-98-01
	Ch. 5310	Licensing Compliance Prediction Instrument Application in the Licensing of Community Residential Rehabilitation Services	08/01/98	OMH-98-02
		Clozapine Support Services		01-98-19
	Ch. 1153	Change in Billing Procedure for Behavioral Health Rehabilitation Services	12/29/98	01-98-10
		Revision of Utilization Guidelines for Inpatient Hospital Drug and Alcohol Services under MA	07/10/98	01-98-06
	Ch. 1163		05/18/98	
1999	—	Procedures for Licensed, Enrolled Mental Retardation Providers to Access And Submit Claims for Outpatient Behavioral Health services for Individuals Under 21 years of age	12/03/99	17-99-02 50-99-03
		<i>Emerich v. Philadelphia Center for Human Development</i> 720 A.2d 1032 (Pa. 1998) (Duty to Ward Third Parties—Tarasoff in Pennsylvania)	09/15/99	OMHSAS-99-09
	Ch. 1153	Medication Management Visit	04/26/99	28-99-02 29-99-01
	Ch. 1153	Increase Fees for Outpatient Psychiatric Clinics, Psychiatric Partial	06/23/99	28-99-03 29-99-02 33-99-01
	Ch. 1223	Hospitalization Programs and Outpatient Drug and Alcohol Clinics		
		Maximum Allowable Rates of Reimbursement for Psychiatric Physicians		
	Ch. 1141	Mental Health Research Involving Human Subjects	03/24/99	OMHSAS-99-02
		Sanctions Policy for Noncompliance with MH/MR Income and Expenditure, Consolidated Waiver, and Cost Settlement Reporting Requirements	07/28/99	OMHSAS-99-06
	Ch. 4300		11/02/99	OMHSAS-99-10
2000		Guidelines for Identifying Persons with Mental Retardation and Mental Illness for State Mental Health Hospital Discharge	05/15/00	00-00-04
	Ch. 4300	The Roles and Responsibilities of County Mental Health/Mental Retardation Programs in the Development of a Child's Individual Education Program	10/04/00	OMHSAS-00-04
		Clarification of Billing Instructions for Methadone Maintenance Services		
		Changes in Terminology in MA Program Fee Schedule for Type of Services/Procedure Code AG/W1855	08/21/00	28-00-03

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<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		Freedom of Choice for MA Recipients Requiring Behavioral Health Services	03/13/00	28-00-01
		Prior Authorization of Therapeutic Staff Support Services	12/29/00	01-00-16
			12/29/00	01-00-13
2001	Ch. 1187	Nursing Home Reform Implementation	02/01/01	OMHSAS-01-01
	Ch. 5100	Age of Consent for Voluntary Outpatient Mental Health Treatment	06/18/01	OMHSAS-01-04
		Accessibility of Community Mental Health and Substance Abuse Services For Persons Who are Deaf, Hard of Hearing, Late Deafened, or Deaf-Blind	10/01/01	OMHSAS-01-06
	Ch. 5100	Procedures for Client Rights Grievances and Appeals	08/10/01	SMH-01-03
		Accessibility of State Mental Health Facilities for Persons who are Deaf, Hard of Hearing, or Deaf-Blind	06/18/01	SMH-01-01 01-01-04
		Behavior Specialist Consultant and Mobile Therapist	4/26/01	OMHSAS-01-02
	Ch. 4300	Community Support Services Fee Schedule	06/01/01	01-01-05
		Revisions to Policies and Procedures Relating to Mobile Therapy and Behavioral Specialist Consultant	06/01/01	01-01-07
		Addition of Behavioral Health Rehabilitation Services (BHRS) to the MA Fee Schedule	06/21/01	53-01-01
		The Use of Restraint and Seclusion in Psychiatric Residential Treatment Facilities (RTF)	07/23/01	
2002		Coordination of treatment and support for people with a diagnosis of serious mental illness who also have a diagnosis of mental retardation	12/17/02	00-02-16
	Ch. 1223	Drug and Alcohol Clinics with Provisional Licenses	10/26/02	28-02-02
	Ch. 5100	Interpretation of Pennsylvania Law Related to 402(b) Commitment	09/12/02	OMHSAS-02-04
		The Use of Seclusion and Restraint in Mental Health Facilities and Programs	04/08/02	OMHSAS-02-01
		Performance Expectations and Recommended Guidelines for the County Child and Adolescent Service System Program (CASSP)	06/06/02	OMHSAS-02-02
		Generic Drugs	04/01/02	SMH-02-01
	Ch. 1101	Documentation and Recordkeeping Requirements	03/21/02	29-02-03
		Residential Treatment (RTF) Services Provided in a Secure Setting	10/01/02	01-02-11
		Reissue of MA Bulletin Adding BHRS to the MA Program Fee Schedule		
		Reminder to Providers who Prescribe BHRS of Documentation Requirements	03/06/02	01-02-05
			04/03/02	01-02-07
2003	Ch. 1223	Elimination of the Requirement for the Outpatient Drug and Alcohol Clinic's Supervisory Physician to Perform a Comprehensive Medical Examination Within 15 days following the Intake and Before the Provision of Treatment	10/01/03	28-03-02
		Community Support Services Fee Schedule		
	Ch. 4300	Additional Place of Service (Office) for Psychotherapy	07/01/03	OMHSAS-03-01
		Availability of Training for Completion of Provider BHRS Reports		
		Site Visits and Access to Records by Pennsylvania Protection and Advocacy, Inc.	01/06/03	01-03-01
			01/31/03	01-03-02

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1101	Process to Handle Residential Treatment Facility Reports of Death, Serious Injury, or Attempted Suicide (Serious Occurrences)	02/19/03	00-03-02
		Obligation of MA Providers Participating in Managed Care Delivery System to Comply with MA Regulations	06/13/03	53-03-01
	Ch. 1101		08/01/03	99-03-09
			12/19/03	OMHSAS-03-04
2004	Ch. 1223	Methadone Take-Home Services	02/01/04	28-04-01
		Federally Qualified Health Centers (FQHC) and Rural Health Clinics Providing BHRS	04/02/04	08-04-01
		Services for Children Placed Out of County in Pre-Adoptive or Foster Homes	07/19/04	00-04-02
		Revised Reporting Requirements for BHRS in the HealthChoices Program		
		Discontinuation of the Provider BHRS Reports and Issuance of the BHRS Provider Handbook	11/30/04	08-04-05
		Revision to STAP Annual Service Description Requirements	11/30/04	08-04-06
		Employee and Contractor's Use of Personal Pager and Cellular Telephones	12/23/04	08-04-07
			11/05/04	SMH-04-02
2005	Ch. 1153	Psychological/Psychiatric/Clinical Re-Evaluations and Re-Authorization For Behavioral Health Rehabilitation (BHR) Services for Children and Adolescents with Behavioral Health Needs Compounded by Developmental Disorders	06/24/05	07-05-01
	Ch. 5100	Transporting Patients	02/28/05	SMH-05-02
	Ch. 5100	Administrative Transfers between State Mental Hospitals Civil Sections	04/29/05	SMH-05-04
	Ch. 4300	Cost Settlement Policy and Procedures for Community-Based Medicaid Initiatives	08/15/05	OMHSAS-05-01
		Integrated Children's Services Initiative	06/09/05	00-05-05
		Quality at the End of Life for Consumers and Residents	09/16/05	SMH-05-05
		Limited English Proficiency (LEP)	01/20/05	00-04-13
		MA Program Fee Schedule Procedure Code Changes for Behavioral Health Services	09/08/05	08-05-05
		MA Program Fee Schedule Procedure Code Changes for Case Management Services	10/27/05	21-05-03
2006		Memorandum of Understanding Between the Office of Mental Health and Substance Abuse Services and the Pennsylvania Department of Aging	02/01/06	OMHSAS-06-01
		Service Priority For: Older Adult Population	02/01/06	OMHSAS-06-02
		Co-Occurring Disorder Competency Approval Criteria for All Facilities Licensed by the Department of Health Division of Drug and Alcohol Program, License or the Department of Public Welfare, Office of Mental Health and Substance Abuse Services	02/10/06	OMHSAS-06-03
		Writing of Orders by Administrators	02/13/06	SMH-06-01
	Ch. 5100	Community Incident Management & Reporting System	07/18/06	OHMSAS-06-04
	Ch. 1153	Mobile Mental Health Treatment	11/30/06	08-06-18
	Ch. 5200			

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<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	Ch. 1151 Ch. 1153 Ch. 1223	BH-FFS Transfer from OMAP to OMHSAS	08/15/06	OMHSAS-06-07
	Ch. 1153	Revision to Minimum Staff Qualifications of Therapeutic Staff Support (TSS) Workers	08/24/06	08-06-15
		Guidelines for Following Mental Health Advanced Directives In State Mental Hospitals	09/19/06	SMH-06-03
	Ch. 4210	Admissions/Discharges to County Programs from State Mental Health Facilities	11/01/06	1527-06-19
	Ch. 4210	Selected Discharges to County Programs from State Mental Health Facilities where the Admitting BSU is Different from the Discharge BSU	12/27/06	1527-06-24
2007		Observation Levels of Intensive Treatment	06/18/07	SMH-P-07-01
		Guidelines for Establishing and Granting Levels of Independence in the State Mental Hospitals	07/27/07	SMH-P-07-02
	Ch. 1101	Responsibility of MA Providers to Provide Requested Medical/Psychological Information to the Disability Advocacy Program	05/18/07	99-07-08
	Ch. 5100 Ch. 1151 Ch. 1163 Ch. 5310 Ch. 5320	Clarification of Act 169, also known as the Older Adult Protective Services Act (OAPSA), in regards to hiring practices for inpatient and residential facilities.	08/02/07	OMHSAS-07-01
2008	Ch. 5310 Ch. 5320	Guidelines for Interagency Planning for Children in Need of Behavioral Health Rehabilitation Services or Partial Hospitalization on Services during the School Day	01/04/08	OMHSAS—
		Special Pharmaceutical Benefits Program Mental Health component will transition from Office of Medical Assistance Program to Office of Mental Health and Substance Abuse Services	04/22/08	OMHSAS-08-02
		Assertive Community Treatment (ACT)	09/02/08	OMHAS-08-03
	Ch. 3490	Implementation of Act 179 of 2006 & Act 73 of 2007 Amending The Child Protective Services Law	06/27/08	3490-08-03
		Therapeutic Leave Approval Process	03/20/08	SMH-P-08-02
		Consumer Meeting Involvement	03/20/08	SMH-P-08-03
		Consumer Possession and Use of Cellular Telephones	03/20/08	SMH-P-08-04
2009		Guidance for Conducting Functional Behavioral Assessment in the Development of Treatment Plans for Services Delivered to Children with Behavioral Health Needs Compounded by Developmental Disorders	01/09/09	OMHSAS-09-01
	Ch. 1223	Requirements for Clinics Supervisory Physician Reviews and Reevaluations of Diagnoses, Treatment Plans and Updates	04/18/09	OMHSAS-09-03
		Best Practice for Family Involvement with Youth who are in Residential Treatment Facilities (RTFs)	06/15/09	OMHSAS-09-04
	Ch. 5100 Ch. 13	Use of Restraints, Seclusion and Exclusion in State Mental Hospitals and Restoration Center	11/30/09	OMHSAS-09-06
	Ch. 1101 Ch. 1150	Peer Support Services (Revised)	01/01/10	OMHSAS-09-07
	Ch. 14	Inclusion of External Advocates in Hospital Administrative Investigations	01/05/09	SMH-P-09-01
	Ch. 3800	Strategies and Practices to Eliminate the Use of Unnecessary Restraints	12/19/09	3800-09-01

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	Ch. 3800	Prone Restraints in Children's Facilities	12/19/09	3800-09-02
2010	Ch. 1153 Ch. 2380 Ch. 5200 Ch. 5210 Ch. 6400 Ch. 6500	Medication Prescribing Practices of CRNP's in Mental Health Programs and Mental Retardation Programs	03/27/10	OMHSAS-10-01
	Ch. 4000	Educational Portions of "Non-Educational" Residential Placement	01/04/10	OMHASA-10-02
	Ch. 5221	Blended Case Management (BCM) (Revised)	06/14/10	OMHSAS-10-03
		Psychological/Psychiatric/Clinical Re-Evaluation and Re-Authorization For Behavioral Health Rehabilitation (BHR) Services	07/09/10	OMHSAS-10-04
		Referrals for Admission from Department of Corrections and County Jails		
	Ch. 4210	Response to Incident of Alleged Improper Sexual Behavior	02/01/10	SMH-P-10-01
	Ch. 5100	State Hospital Referrals for Potential Nursing Home Placement	03/10/10	SMH-P-10-02
	Ch. 14	Management of Incidents: SI-815 Incident reporting and Risk Management Policy and Procedural Change	11/17/10	SMH-P-10-03
			11/10/10	SMH-10-01
2011		Non-Discrimination Toward Lesbian, Gay, Bisexual, Transgender, Questioning And Intersex People	01/07/11	OMHSAS-11-01
		Guidelines to Ensure Affirmative Environments and Clinically Appropriate Services for Lesbian, Gay, Bisexual, Transgender, Questioning And Intersex Consumers and Their Family Members	01/07/11	OMHSAS-11-02
	Ch. 41	Clarification of Permissible Arrangements for Psychologists Who are Associated with the Provision Of Behavioral Health Rehabilitation Services (BHRS)	03/08/11	OMHSAS-11-05
	Ch. 14	Administrative Investigations	10/20/11	OMHSAS-11-08 SMH-11-01
		Unscheduled Use of Medication in the State Hospital System PRN and STAT Medication Orders	04/26/11	
2012		Summer Therapeutic Activities Program (STAP)	03/01/12	OMHSAS-12-01
	Ch. 4300	Cost Centers for County Based Mental Health Services	03/26/12	OMHSAS-12-02
	Ch. 5100	Unsupervised Leave of Patients Found Not Guilty by Reason of Insanity	04/04/12	SMH-P-12-01
	Ch. 5100	Proper Implementation of Discharge or Transfer Procedures For Certain Person in the Category "Acquitted Because of Lack of Criminal Responsibility." (Not Guilty by Reason of Insanity)	04/04/12	SMH-P-12-03
	Ch. 5100	Information Sharing Between Regional Forensic Psychiatric Centers and State or County Correctional Facilities Upon Admission and Discharge	04/04/12	SMH-P-12-04
	Ch. 5100	Admission, Transfers, Level of Care and Service Area Designation For the Regional Forensic Psychiatric Centers	04/11/12	SMH-P-12/05
	Ch. 5221	Mental Health Targeted Case Management (TCM) Documentation Requirements	06/14/12	OMHSAS-12-03

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2013	Ch. 5221	Targeted Case Management (TCM) Travel and Transportation Guidelines	01/18/13	OMHSAS-13-01
	Ch. 1101	Policy Clarification Regarding Written Prescriptions Orders and Requests-Statement of Policy	06/27/13	OMHSAS-13-02
		2013 HCPCS Updates Related to Behavioral Health Services	10/18/13	OMHSAS-13-03
2014		OMHSAS Guidelines for the Approval of Telepsych Services in HealthChoices	03/18/14	OMHSAS-14-01
	Ch. 1101	Enrollment and Payment of Licensed Providers that Provide Behavioral Specialist Services to Children with Autism Spectrum Disorders	05/23/14	OMHSAS-14-02
		Affordable Care Act (ACA) Re-enrollment Guidance for Behavioral Health Providers	08/01/14	OMHSAS-14-03
		Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM 5)	09/05/14	OMHSAS-14-04
		Information Sharing Policies and Procedures—Those who Supervise Foster Children and PH and BH-MCOs	05/23/14	01-14-01
2015		Community Incident Management & Reporting System	04/01/15	OMHSAS-15-01
		OMHSAS Bulletin Series Update—Obsolete Bulletins	10/07/15	OMHSAS-15-02
		Mental Health Emergency Services Guidelines	01/08/16	OMHSAS-16-01
2016	Ch. 5100	Training and Supervision Requirements for TSS that Implement Treatment plans that Include Applied Behavioral Analysis	04/10/16	OMHSAS-16-02
		Revised Procedure for Waiver of OMHSAS Program Regulations and Standards	04/19/16	OMHSAS-16-03
		Training Requirements for Licensed behavior Specialists who Use Behavioral Specialist Consultant-Autism Spectrum Disorder to Provide Applied Behavioral Analysis	04/26/16	OMHSAS-16-04
		Guidelines for Referrals and Coordination of Admission to South Mountain Restoration Center for Individuals Discharged from Correctional Facilities		
		Payment for Room and Board when Services are Provided by a CARF or COA Accredited Residential Treatment Facility (RTF)	05/10/16	OMHSAS-16-05
		Enrollment and Payment of Provider Entities that Do Not Have a License to Provide Outpatient, Partial hospitalization, or Family Based Mental Health Services to Use Behavioral Specialist Consultant Services to Provide Applied Behavioral Analysis to Children with Autism Spectrum Disorder	05/16/16	OMHSAS-16-06
		Security Guidelines for Regional Forensic Psychiatric Centers	06/06/16	OMHSAS-16-07
	Ch. 5100		06/23/16	OMHSAS-16-08

**GUIDANCE MANUALS:**

- Community Hospital Integration Projects Program (CHIPP) Guidelines
- Updated Olmstead Plan for Pennsylvania's Mental Health System

**Office of Developmental Programs—Contact: Julie Mochon (717) 783-5771**

## POLICY STATEMENTS:

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1981		Search of Visitors and Residents at State Centers and Mental Retardation Units	9/19/81	99-81-40
		Policies and Procedures Governing Admissions, Commitment, Transfers, and Discharges at State-Operated Mental Retardation Facilities	12/01/81	99-81-51
1982		Guidelines for State Center Boards of Trustees	2/17/82	99-82-02
		Responsibility for Collection of Tuition Expenses Under Act 199 for Out-of-State Residents	3/17/82	199-82-01
		Notice of Assessments	4/16/82	99-82-15
		New Vecchione Petition Forms	8/20/82	99-82-39
		Monitoring the Guardianship Petitioning Process at State Centers and State Mental Hospitals	9/24/82	99-82-47
		State Supplemental Security Income Supplement for Licensed Personal Care Boarding Home Residents		297-82-73
		Personal Care Boarding Home Resident Assessment Summary	12/31/82	II-30-82-02
1983		Guardianship Petitioning Process at State Centers	2/11/83	99-83-05
		Payment of Residential Placement Costs for Mentally Retarded or Severely Emotionally Disturbed Children in Residential Facilities	3/8/83	99-83-10
		Guidelines for State Center Board of Trustees—Revision	8/18/83	99-83-21
1984		County Indirect Cost Allocation Plan Guidelines	6/13/84	99-84-22
		Personal Care Boarding Home Supplement	6/27/84	297-84-43
1985		County Indirect Cost Allocation Plan Guideline Update—Maintenance in Lieu of rent as a Direct Cost	8/22/85	99-85-17
		Tobacco Products Purchase (with State Funds) for Client use in MR Facilities	10/15/85	99-85-19
1986		Revised Definition of Developmentally Disabled Persons who Receive Services in Intermediate Care Facilities for the Mentally Retarded (ICRs/MR)	12/31/86	42-435-86-01
		Choking Prevention and Management	12/4/86	00-86-14
1987		Clarification of Definition of Developmentally Disabled Persons Receiving Services in Intermediate Care Facilities for the Mentally Retarded	12/9/87	4398-87-01
	CH. 4305	Client Liability—Community Mental Health and Mental Retardation Services	5/21/87	4305-87-02
		Documentation Requirements—Waiver Requests for Increases for Workers' Compensation Costs	9/25/87	99-87-15
		Conversion of Comm. Res. MR Facilities to ICF/MR	10/23/87	99-87-17
		Case Management Services	11/19/87	99-87-18
		State Employees Acting in Voluntary Capacity to Control Client Funds	11/19/87	00-87-18
1988		Quarterly Liability Summaries	1/29/88	4305-88-01
	Ch. 6000	Change in Zoning Requirements for Licensing Intermediate Care Facilities for the Mentally Retarded	10/3/88	6000-88-07
	Ch. 1181	OBRA-87-Nursing Home Reform	12/28/88	1181-88-08
	Ch. 6000	Administration and Management of Client Funds	10/05/88	6000-88-08
		Applicability of Appropriate Life Safety Codes	8/9/88	00-88-09
1989	Ch. 6000	Guidelines for Enhancing and Conducting Direct and Independent Assessment	10/16/89	6000-89-01



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	Ch. 1101	Copayment Exemption for Targeted Case Management Services	11/4/88	1101-89-01
		Cardiopulmonary Resuscitation and Relief of Upper Airway Obstruction	3/1/89	SC-89-01
		Care and Services Policy for State Centers and MR Units	8/25/89	SC-89-02
		New Federal ICF/MR Regulations	2/7/89	00-89-03
		Account Code Structure—Offices of Mental Health and Mental Retardation Cost Center Definitions	7/28/89	00-89-05
		Abatement of Liability for Psychological Evaluations	09/14/89	00-89-17
		LEKOTEK	11/1/89	00-89-18
1990	Ch. 6000	Family-Driven Family Support Services	12/12/90	6000-90-01
		Children's Cardiac Program	1/31/90	00-90-03
		Childhood Lead Poisoning Prevention Program	4/9/90	00-90-12
		Department of Health Programs for Young Children	4/9/90	00-90-14
		Supplemental Security Income (SSI) Disability Benefits for Children	9/27/90	00-90-24
1991		Mental Health/Mental Retardation Annual Income and Expenditure Reports	10/21/91	OMH-91-13
		Opportunities and Supports for Older Persons with Mental Retardation	11/1/91	00-91-17
		Joint Statement by the Department of Public Welfare and The Department of Aging	7/31/91	00-91-18
		Applicability of OMB Circular A-133 for Non-State Operated Intermediate Care Facilities for the Mentally Retarded (ICFs/MR)	10/31/91	00-91-26
1992		Special Innovative Services Expenditures Under Family Support Services	1/16/92	00-92-03
		Issuance of Audit Guide for Non-State Operated Intermediate Care Facilities for the Mentally Retarded	8/31/92	00-92-22
1993		Supporting People in the Community	2/24/93	00-93-02
		Tuberculosis Surveillance and Management	9/21/93	SMH-93-03
		Immunization of Patients/Residents and Employees	7/9/93	SMH-93-04
		Medical Assistance for Children	9/15/93	00-93-23
		Family Support Services Subcommittee Observations and Recommendations	8/31/93	00-93-25
		Western Center Settlement Agreement	11/1/93	00-93-28
		Providing Services to Persons with Autism/ Pervasive Developmental Disorder	11/9/93	00-93-29
		OBRA Procedures for Individuals with Mental Retardation	12/30/93	00-93-30
1994		Closure of Admissions of Children to State-Operated Intermediate Care Facilities for the Mentally Retarded	12/14/94	SC-94-01
		Federal Regulations on Occupational Exposure to Bloodborne Pathogens	2/1/94	00-94-02
		Facilitated Communication	3/1/94	00-94-11
		Community Resource Development in Family Support Services Projects	3/10/94	00-94-12
		Additional Interpretive Guidelines for Intermediate Care Facilities for the Mentally Retarded	6/7/94	00-94-17
		Assessments: Lifetime Medical History	12/6/94	00-94-32
		Facilitated Communication-Best Practices and Guidelines	12/30/94	00-94-34

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1995		Educational and Vocational Training in Intermediate Care Facilities for the Mentally Retarded	3/28/95	00-95-04
		Medical Assistance Funded Services for Children Act 28 of 1995	9/20/95	00-95-19 00-95-25
1996	Ch. 6000	Criteria for Approval of New Intermediate Care Facilities for People with Mental Retardation	04/06/96	6000-96-01
		Tuberculosis Infection Control Program	8/9/96	SMH-96-01
		Social Security Administration Alternate Vocational Rehabilitation Provider Initiative	3/19/96	00-96-05
		Revised Intermediate Care Facility for the Mentally Retarded (ICF/MR) Guidelines	4/12/96	00-96-07
		Office of Vocational Rehabilitation Memorandum of Understanding with the Offices of Mental Health and Mental Retardation	7/31/96	00-96-11
		Regulation Interpretation Unobstruction Egress	11/8/96	00-96-19
		Survey Guidelines and Procedures Intermediate Care Facilities for the Mental Retarded (ICFs/MR)	11/18/96	00-96-20
		Regulation Interpretation—Family Living Medication Administration Training	11/19/96	00-96-21
		Guidelines Concerning Sexuality	12/31/96	00-96-23
1997		Quarterly Liability Summaries: Supplement and Amendment	2/7/97	00-97-02
		OMR Statewide Peer Review Committee	3/17/97	00-97-04
		Act 26 of 1997 (Amending Act 28 of 1995)	8/29/97	00-97-06
1998		Guidelines To Supporting People Moving From State Centers Into The Community	03/27/98	00-98-03
1999		Sanctions Policy for Noncompliance with Mental Health & Mental Retardation Income & Expenditure, Consolidated Waiver, and Cost Settlement Reporting Requirements	11/2/99	OMHSAS-99-10
2000		The Roles and Responsibilities of County Mental Health/Mental Retardation Programs in the Development of a Child's Individual Education Program	10/4/00	OMHSAS-00-04
		Guidelines for Identifying Persons with Mental Retardation and Mental Illness for State Mental Health Hospital Discharge	5/15/00	00-00-04
		Domiciliary Care for Persons with Mental Retardation	5/23/00	00-00-05
2002		Performance Expectations and Recommended Guidelines for the County Child and Adolescent Service System Program (CASSP)	6/6/02	OMHSAS-02-02
	Ch. 4210	Clarifying Eligibility for Mental Retardation Services and Supports	05/31/02	4210-02-05
		Pro Re Nata Medication Usage For Psychiatric Treatment—Clarification Of Interpretation	7/11/02	00-02-09
		Need for ICF/MR Level of Care	08/07/02	00-02-13
		Coordination of Treatment and Support for People with a Diagnosis of Serious Mental Illness who also have a Diagnosis of Mental Retardation	12/17/02	00-02-16
2003		Passage of Act 171 relating to the Older Adults Protective Services Act (OAPSA)	2/11/03	00-03-01
		OBRA Time-Limited Determinations	5/13/03	00-03-04
		Principles for the Mental Retardation System	6/13/03	00-03-05
		Medication Administration Training Program	8/12/03	00-03-07

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		Payments for Psychological Testing to Diagnose Mental Retardation in Children and Adults	10/21/03	00-03-10
		Medical Assistance for Workers with Disabilities In the Community Mental Retardation Program	11/25/03	00-03-11
2004	Ch. 6000	Incident Management	02/18/04	6000-04-01
		MH/MR Services for Children Placed Out-of-County in Pre-Adoptive or Foster Homes	7/19/04	00-04-02
		Positive Approaches	1/9/04	00-04-05
		Home and Community Based Waiver Provider's Billing of HIPAA Compliant National Codes Based on Authorized Plans of Care Through the Home and Community Services Information System and PROMISe	3/10/04	99-04-06
		Determining Medical Assistance Eligibility for Individuals Age Three and Older Who Apply for Supports and Services Authorized by a County Mental Health/ Mental Retardation Program	5/10/04	00-04-08
		Certified Investigations	9/16/04	00-04-11
		Limited English Proficiency (LEP)	1/20/05	00-04-13
		Determining Medical Assistance Eligibility for Families of Infants and Toddlers Who Apply for Supports and Services Authorized by a County Mental Health/Mental Retardation Program	1/28/05	00-04-14
		Alternative Sanction Guidelines for ICF/MR Medical Assistance Certification	1/28/05	00-04-15
2005		Cost Settlement Policy and Procedures for Community-Based Medicaid Initiatives	8/15/05	OMHSAS-05-01
		Issuance of Audit Guide for Non-State Operated Intermediate Care Facilities for the Mentally Retarded	11/30/04	00-05-01
		Services Requiring Third Party Insurance Review Prior To Consideration For Waiver Payment	7/5/05	00-05-03
		Lifesharing through Family Living	8/8/05	00-05-04
		Office of Mental Retardation Policy on Employment	12/20/05	00-05-07
2006		Home & Community Based Service Eligibility/Ineligibility/Change Form	1/3/06	00-06-01
		Employment for Individuals in ICFs/MR	4/5/06	00-06-08
		Elimination of Restraints through Positive Practices	5/1/06	00-06-09
		Payment for Sign Language Interpreters and/or Translators	5/10/06	00-06-10
		Service Review Protocol for Individuals in the Consolidated and Person Family Directed Support Waivers	9/7/06	00-06-13
		Prioritization of Urgency of Need for Services (PUNS) Manual	12/22/06	00-06-15
2007		Provider Billing Documentation Requirements for Waiver Services	4/26/07	00-07-01
		Overview of Supports Intensity Scale(c) (SIS(c)) and the PA Plus (Attachment)	4/26/07	00-07-02
	Ch. 4300	Administrative Entity and Provider Contracts (Statement of Policy)	8/17/07	4300-07-05
2008		Implementation of Act 179 of 2006 and Act 73 of 2007 Amending the Child Protective Services Law	06/27/08	3490-08-03
		Procedures for Service Delivery Preference	1/30/08	00-08-03
		Individual Eligibility for Medicaid Waiver Services	3/5/08	00-08-04

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		Due Process and Fair Hearing Procedures for Individuals with Mental Retardation	4/10/08	00-08-05
		Agency with Choice Financial Management Services (AWC FMS)	4/28/08	00-08-08
		Licensing Protocols and Procedures	6/17/08	00-08-10
		Supports Intensity Scale (SIS) and PA Plus Manual	7/28/08	00-08-11
		Vendor Fiscal/Employer Agent Financial Management Services	8/13/08	00-08-14
		Disability Rights Network Access to Records and Joint Investigations	2/13/09	00-08-15
		Communication Supports and Services	1/20/09	00-08-18
2009	Ch. 3800	Strategies and Practices to Eliminate the Use of Unnecessary Restraints	12/19/09	3800-09-01
	Ch. 3800	Prone Restraints in Children's Facilities	12/19/09	3800-09-02
	Ch. 6200	Social Security Economic Recovery One-Time Payment	07/10/09	6200-09-05
2010		Medication Prescribing Practices of CRNPs in Mental Health Programs and Mental Retardation Programs	3/27/10	OMHSAS-10-01
		Educational Portions of "Non-Educational" Residential Placement	1/4/10	OMHSAS-10-02
		Complex Case Planning	12/28/10	00-10-02
		Quality Management Strategy of the Office Of Developmental Programs	3/22/10	00-10-02
		Planning and Managing Unanticipated Emergencies	7/1/10	00-10-03
		Recording Information on the Target of an Individual to Individual Abuse Incident Report In HCSIS	07/01/10	00-10-04
		Supports Coordination Services	05/26/10	00-10-06
		Referral to the Early Intervention Program for Children Under Three Years of Age Placed in ICFs/MR	05/26/10	00-10-08
		Prior Authorization for Supplemental Habilitation and Additional Individualized Staffing	05/26/10	00-10-09
		Obsolete Licensing Indicator System, Licensing Inspection Instruments and Licensing Weighting Systems Applicable To 55 Pa. Code Chapters 2380, 2390, 6400 and 6500	08/16/10	00-10-11
		Supports Coordinator Training Waiver Requirements	12/30/10	00-10-13
		Provider Monitoring	12/30/10	00-10-14
2011	Ch. 6000	Procedures for Surrogate Health Care Decision Making	01/27/11	6000-11-01
2012		Adult Autism Waiver Services and Procedure Code Changes and Rates	9/7/12	00-12-01
		Rate-Setting Methodology and Rates for Department-Established Fees for Ineligible Residential Habilitation Services	9/7/12	00-12-02
2013	Ch. 6400	Clarifying the Applicability of Chapter 6400 to Private Homes—Statement of Policy	1/14/13	6400-13-01
	Ch. 6400	Participant Rights-Statement of Policy	2/11/13	6400-13-02
	Ch. 6000	Rescission of Class 3 Intellectual Disability Bulletins	4/5/13	6000-13-03
		Crosswalk Between ODP Cost Center Codes and Block Grant Codes	8/21/13	00-13-04
		Rescission of Joint Bulletins Released By OMHSAS, OIM and ODP	12/24/13	00-13-05

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2014		Listing of Obsolete and Current Intellectual Disability Bulletins	3/13/14	00-14-03
		Accessibility of Intellectual Disability Services for Individuals Who Are Deaf Program	4/8/14	00-14-04
2015		Individual Support Plan	05/15/15	00-15-01
		Rescission of OMH-94-10, Account Structure Manual—Revised Cost Centers for County Mental Health and Mental Retardation Programs	09-16-2015	00-15-03
2016		Targeted Services Management for Individuals with an Intellectual Disability	01-20-16	00-16-01
		OVR Referral Process for Employment-Related Services	04-01-16	00-16-02
		Rate-Setting Methodology for Consolidated and Person/Family Directed Support Waiver-Funded and Base-Funded Services for Individuals Participating in the Office of Developmental Programs Service System	04-18-16	00-16-03
		Fee Schedule Rates and Department-Established Fees for Consolidated and Person/Family Directed Support Waivers Services, Targeted Services Management and the Community Intellectual Disability Base-Funded Program	04-18-16	00-16-04
		Regulations—Use of Appropriate Technology	06-20-16	00-16-05

**GUIDANCE MANUALS:**

- Pennsylvania's Guide to Participant-Directed Services
- Individual Support Plan (ISP) Manual
- The Electronic Resource Guide for Supports Coordinators and SC Supervisors
- Independent Monitoring for Quality (IM4Q) Manual
- Enterprise Incident Management System (EIM) Manual
- Certified Investigator Manual
- The Office of Developmental Programs' ID Provider Handbook
- Provider Manual—Bureau of Autism Services
- Practice Guidelines—Bureau of Autism Services
- Supports Coordinator Manual—Bureau of Autism Services
- Behavioral Specialist Manual—Bureau of Autism Services
- Participant Handbook—Bureau of Autism Services

**INFORMATIONAL PACKETS:**

- Waiver Service Requests Informational Packet (# 004-09)
- SISTM and PA Plus Assessment Informational Packet (# 006-09)
- PROMISE Billing Quick Reference Error Status Codes Informational Packet (# 014-09)
- Billing Unanticipated Emergencies Using the ET Modifier (Info Packet 026-10)
- Monitoring Frequency Deviation Request Informational Packet (# 048-11)
- Prudent Pay of Claims Policy Enforcement Informational Packet (# 075-11)
- Compliance to ISP Regulations and Individuals who Reside in Non-State ICF/MR Informational Packet (# 136-11)
- Billing with the Diagnosis Code Informational Packet (# 154-11)
- ODP PROMISE Provider Enrollment Integrity Process Informational Packet (# 009-12)
- Use of SNAP for Individuals Residing in GLAs Informational Packet (# 015-12)
- Certified Investigation Summary Informational Packet (# 020-12)
- Right to be Free from Abuse Notification Form Informational Packet (# 053-12)
- Approval of Residential Services Locations and Program Capacity Informational Packet (# 055-12)
- Request for Exception to Service Limits or Units Informational Packet (# 067-12)
- Emergency Respite Procedure Informational Packet (# 066-12)
- Residential Vacancy Management Procedure Informational Packet (# 098-12)
- Request for Waiver of Provision of Chapter 51 Informational Packet (# 002-13)
- ISP Review Checklist Informational Packet (# 020-13)
- HCSIS Verification Form Informational Packet (# 022-13)
- Provider Qualification and Noncompliance Process Informational Packet (# 025-13)
- Incident Management Clarification of Responsibilities for the Supports Coordination Organizations (# 072-13)
- Waiver Service Claim Documentation and Remediation Process (# 035-14)
- Money Follows the Person Initiative—Start-up and Supports Coordination Transition Support (# 045-14)
- Service Delivery Documentation for Unlicensed Residential Habilitation (# 77-14)
- Provider Payment for Start-up and Family Living Initiative (# 080-14)
- Release of Benjamin Website and Transition Process Workflow Helping Individuals Transition to Community Residency (# 086-14)

- Changes to the Approved Program Capacity Process Resulting from the Provider Settlement Agreement (# 028-15)
- Amendments to 55 Pa. Code Chapter 6000, Statements of Policy, Subchapter Q as a result of Adult Protective Services (# 031-15)
- Rate Retention Factor (RRF) Process Resulting From Provider Settlement Agreement (# 052-15)
- Partial Year Rate Load for Eligible Residential Services Related to the Rate Retention Factor (RRF) Process Resulting From Provider Settlement Agreement (# 079-15)

**INFORMATIONAL MEMOS:**

- Viewing Service Utilization in HCSIS for AEs Informational Memo (# 005-09)
- Electronic Funds Transfer Option Informational Memo (# 006-09)
- ODP Provider Resources (Billing Guides) Now Available Informational Memo (# 010-09)
- Incident Management Clarification of Roles for SCOs Informational Memo (# 012-10)
- Place of Service Matrix Informational Memo (# 013-09)
- Remittance Advice Quicktip # 7 Informational Memo (# 015-09)
- Base Funded Respite Services Informational Memo (# 038-10)
- FMS Administrative Fee Services on ISP Informational Memo (# 043-10)
- Individual Purchases and Item Storage Informational Memo (# 049-10)
- Interim Process for Timely Filing Edits ESC 545 Informational Memo (# 064-10)
- IRS Correspondence Regarding Difficulty of Care Payments Informational Memo (# 095-10)
- Requests to Re-open On-line ODP Required SC Curriculum Training Informational Memo (# 009-11)
- Voter Registration Responsibilities Informational Memo (# 063-11)
- Incident Management Reporting Informational Memo (# 115-11)
- How to Request a Reissue or Copy of Cashed Check Informational Memo (# 138-11)
- Uniform Construction Code Clarification for Licensed Providers Informational Memo (# 180-11)
- DRN Review Informational Memo (# 019-12)
- Provider Handbook Updated Informational Memo (# 023-12)
- Admissions to State Operated ICFs/ID Informational Memo (# 045-12).
- Provider Qualification Revisions Informational Memo (# 068-12)
- Geographical Area Development Methodology Informational Memo (# 075-12)
- Reporting Unauthorized Restrictive Interventions Informational Memo (# 080-12)
- Clarification to ODP Communication # 098-12
- Residential Vacancy Management Informational Memo (# 103-12).
- Qualifications of Vendors Informational Memo (# 106-12)
- Implementation Instructions on QM Plans Informational Memo (# 107-12)
- Incident Investigation Determination Informational Memo (# 110-12)
- VF/EA SSW Qualifications Informational Memo (# 111-12)
- NPI Number Required on All Claim Types Informational Memo (# 001-13)
- Vacancy Factor and Vacancy Exception Process Informational Memo (# 003-13)
- Clarifying Applicability of Chapter 6400 to Private Homes Informational Memo (# 007-13)
- HCSIS Incident Report Deletion Requests Informational Memo (# 024-13)
- Background Check Requirements Informational Memo (# 030-13)
- ISP Meeting Attendance Informational Memo (# 037-13)
- Quality Management Resources Updated Informational Memo (# 054-13)
- HCSIS Incident Management Demographic Issue Informational Memo (# 056-13)
- Secondary Transition Website Informational Memo (# 059-13)
- ISP Review of Services Documentation Requests (# 068-13)
- Chapter 51. Office of Developmental Programs Home and Community-Based Services (# 069-13)
- Eliminated Requirement for Provider and County Incident Management Analysis Reports (# 031-14)
- Adult Protective Services Contact Persons and Upcoming Networking Calls (# 034-14)
- Provider Action: Revalidation of Enrollment Required for All Service Locations Informational Memo (# 041-14)
- Proposed Modifier for ECS Informational Memo (# 043-14)
- AWC-FMS Organization Listing Informational Memo (# 044-14)
- Requesting Enhanced Communication Residential Habilitation Rates for Harry M Class Members (# 010-15)
- Communication Consultation for Consolidated Waiver Participants who are Deaf (# 012-15)
- Communication Assistance Compliance Standards for Individuals who are Deaf (# 018-15)
- Clarification on Informational Packet 045-14 Money Follows the Person (MFP) Initiative Billing for Start-up and Supports Coordination Transition Support (# 023-15)
- Incident Report Finalization (# 025-15)
- Processes to Support the Provider Settlement Agreement Webinar Training Q&A and Recording Posted Vacancy Factor Exception (# 026-15)
- Helpful Resources from the PA Department of Transportation (# 034-15)
- New ODP Specialty Codes 508 and 509 Effective July 1, 2015 (# 035-15)
- Update to Informational Packet 154-11: ICD-10 Compliance Date Changed to October 1, 2015(# 036-15)
- Implementation Instructions for Providers, including SCOs on Quality Management Plans (# 038-15)
- Submission of Remediation Information by Licensed Providers (# 056-15)
- Enforcement Actions against Noncompliant ODP Intellectual Disability Waiver Providers (# 062-15)
- 10 Implementation at the Intermediate Care Facilities for Individuals with an Intellectual Disability (ICF/ID) (# 063-15)
- UPDATING PROVIDER AND AE CONTACT INFORMATION FOR PROVIDER MONITORING FISCAL YEAR 2015-2016 (# 071-15)

- CMS Approved Waiver Amendments for Consolidated and Person/Family Directed Support Waivers Effective July 22, 2015 and Guidance for Implementation (# 073-15)
- Provider Monitoring & Qualification Information and Changes for Fiscal Year 2015-2016(# 075-15)
- ISP Review Checklist—Elimination of Six Month Review (# 085-15)
- ICD-10 Reminder October 1, 2015 Compliance Implementation for ODP ID Stakeholders (# 089-15)

**ODP ANNOUNCEMENTS:**

- ODP Provider Qualification Documentation Record & Webinar (# 001-16)
- Provider Payment for Start-up (per Chapter 51) and Family Living Initiative (# 006-16)
- Biennial Provider Qualifications (# 010-16)
- Independent Monitoring for Quality (IM4Q)
- 2016 Manual Update Issued (# 011-16)
- Enterprise Incident Management System (EIM) Implementation Information: EIM User Manual is Now Available (# 12-16)
- Outreach to Providers Willing to Establish Homes for Individuals who are Deaf (# 014-16)
- Provider Qualification Question & Answer (Q & A) (# 016-16)
- PROVIDER START-UP AND SUPPORTS COORDINATION TRANSITION FUNDING AVAILABLE THROUGH THE MFP INITIATIVE AND TO SUPPORT THE MOVEMENT OF BENJAMIN CLASS MEMBERS (# 018-16)
- IMPLEMENTATION OF THE INFORMATION REFERRAL TOOL (IRT) AND CHANGES TO COMPASS RELATING TO THE BALANCED INCENTIVE PROGRAM (# 019-16)
- Enterprise Incident Management (EIM) Incident Management Review Report Is Now Available (# 020-16)
- Applicant Orientation to Enrollment and Provision of Quality Services in the Intellectual Disability Service System (# 23-16)
- College of Direct Support Tiered Rate Structure (# 025-16)
- Certified Investigator Manual and Report Update (# 029-16)
- Pathway to Employment Guidance for Conversations & ODP/SELN SC Employment Trainings URL Change (# 030-16)
- Fiscal Year (FY) 15-16 and 16-17 Vacancy Exception Process (# 031-16)
- Preparations for the Fiscal Year (FY) 2016-2017
- ISP Renewal Period (036-16)
- Vendor Fiscal/Employer Agent (VF/EA) Financial Management Services (FMS) Wage and Benefit Ranges for Specific Participant Directed Services (PDS) Effective July 1, 2016 (# 037-16)
- Agency With Choice (AWC) Financial Management Services (FMS) Wage Ranges and Benefit Allowance and Corresponding Department established fees for Specific Participant Directed Services (PDS) Effective July 1, 2016 (# 038-16)
- Fiscal Year (FY) 2016-2017 Consolidated and Person/Family Directed Support (P/FDS) Waivers Proposed Department Established Fees for Waiver Eligible Services, Residential Ineligible Services and Targeted Services Management (TSM) (# 042-16)
- Provider Monitoring and Qualification Process for New Providers (# 044-16)

**OTHER:**

- Providing Services to Persons with Autism/Pervasive Developmental Disorder
- Therapeutic Services & the AAW-7/8/12
- Annual Review Plan Process Timelines-8/20/12
- AAW Service Delivery Documentation-9/27/2012
- Additional info about Monthly Progress Notes for SCs-10/03/2012
- Adult Autism Waiver Provider Information Table-10/25/2012
- Timelines for Completing ISP Revisions-12/17/2012
- Quarterly Summary Reports: Which months to include?-1/18/2013
- New PROMISe Applications-2/20/2013
- Service Utilization Calculator for SCs-4/19/2013
- Excluded Parties List System database migrated to System for Award Management-4/23/2013
- General Updates and BSP/CIP Changes-4/30/2013
- Fiscal Year End Activities-5/30/2013
- Cost Report Instructions for the Consolidated and P/FDS Waiver Programs

**Bureau of Autism Services Administrative Notices**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2013		Service Utilization Calculator for Supports Coordinators	4/22/2013	BAW13-08
		AAW Samples of Monthly Progress Notes & Quarterly Summary Report	4/23/2013	BAW13-09
		ADULT AUTISM WAIVER (AAW) PROVIDER NEED-TO-KNOW (NTK)—SCs	4/30/2013	BAW13-12
		Provider Qualification Verification (PQV) Process	6/4/2013	BAW13-15
		AAW Provider Billing and Claims Resolution Issues	6/10/2013	BAW13-16
		55 Pa. Code Chapter 51 Room and Board Contract is available to Residential Habilitation Providers	6/21/2013	BAW13-17

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		Adding Behavioral Specialist Services (BSS) to an Individualized Service Plan (ISP)—For SC providers	6/21/2013	BAW13-19
		Adding Behavioral Specialist Services (BSS) to an Individualized Service Plan (ISP)—For BSS providers	6/26/2013	BAW13-20
		AAW Provider Reporting for Services without Objectives	7/3/2013	BAW13-21
		Update & Clarification Regarding AAW Assessments	9/13/2013	BAW13-24
2014		Assistive Technology (AT) Resource Reminder	2/28/2014	BAW-14-06
		Coordination of Supports Coordination (SC), Behavioral Specialist (BS), and Community Inclusion (CI) Services	6/23/2014	BAW14-16
		Adult Protective Services (APS) Reporting Requirements	7/2/2014	BAW14-18
		Joint Bulletin Issued by ODP and OVR “OVR Referral Process for Employment Services” Applies to AAW Providers	7/22/2014	ODP-14-05
2015		Ensuring Direct Support Professionals (DSPs) Meet AAW Qualifications	5/11/2015	BAW-AN-15-08
		Adult Protective Services (APS) Act and SC Agency Responsibilities	5/22/2015	BAW15-09
		Behavioral Specialist Providers’ Functional Behavioral Assessment Review	9/11/2015	BAW15-18
		BSP-CIP Review Checklist	11/20/2015	BAW15-22
		Quarterly Summary Report Guidance	12/7/2015	BAW15-25
		NEW Adult Autism Waiver (AAW) MA 51 Process	12/11/2015	BAW15-26
		AAW Provider Certified Investigator Requirements	12/21/2015	BAW15-27
2016		Changes to the Adult Autism Waiver (AAW) Annual Review Plan (ARP) Process	3/14/2016	BAW16-07
		Functional Behavioral Assessment (FBA) Documentation Requirements	3/17/2016	BAW16-10
		Updated AAW Supports Coordination (SC) Manual is now available	3/22/2016	BAW16-11
		Updated Adult Autism Waiver Provider Manual is now available	4/1/2016	BAW16-12
		Obsolete BAS Administrative Notices	4/1/2016	BAW16-13
		SSD Intent to Enroll Form	4/21/2016	BAW16-14
		New Insurance Requirements	5/16/2016	BAW16-15
		Proposed rates for expanded services added to the Adult Autism Waiver	5/23/2016	BAW16-17
		AAW Supports & Services Directory (May 2016)	5/26/2016	BAW16-18
		Informing AAW Participants of Renewal Changes	6/8/2016	BAW16-21
		Admin Notice HCSIS Changes	6/14/2016	BAW16-23
		Admin Notice: New ISP Signature Page	6/24/2016	BAW16-26
		SC Individual Monitoring Form Template and Guidance	6/24/2016	BAW16-28
		Changes to ISP resulting from AAW Renewal	6/24/2016	BAW16-29
		Changes to Initial Individual Support Plan (ISP) and Annual Review Plan (ARP) Checklists	6/24/2016	BAW16-30
		Request for an Exception to Established Service Limits	7/1/2016	BAW16-31
		AAW Provider Information Table (Fiscal Year 2016-2017)	7/5/2016	BAW16-32

**Office of Administration—Contact: Andrea Bankes (717) 787-3422**



**POLICY STATEMENTS:**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
1998	Ch. 259.1	Statement of Claim, Managed Care Organization—statement of policy	07/11/98 (eff. 2/1/97)	
2007	Ch. 259.2 Amended 2008	Claims against moneys for which third parties are liable as a result of a tort claim allocation of tort proceeds in actions filed before September 2, 2008—statement of policy	09/07/07 (eff. 09/08/07) Amended 10/31/08 (eff. 11/01/08)	
2008	Ch. 259.3	Claims against moneys for which third-parties are liable as a result of a tort claim allocation of tort proceeds in actions filed on or after September 2, 2008—statement of policy	10/31/08 (eff. 11/01/08)	
2008	Ch. 259.4	Settlements without litigation—statement of policy	10/31/08 (eff. 11/01/08)	
2008	Ch. 259.5	Cooperation in obtaining payment from third parties—statement of policy	10/31/08 (eff. 11/01/08)	
2008	Ch. 259.6	Civil money penalties—statement of policy	10/31/08 (eff. 11/01/08)	
2010	Ch. 2600	Evacuation of Hospice Residents During Fire Drills—statement of policy	03/13/10	40 Pa.B. 1411

**GUIDANCE MANUALS:**

- Regulatory Compliance Guide for 55 Pa. Code Chapter 2600 (relating to personal care homes) Revised April 2013
- Licensing Indicator System for Personal Care Homes
- Policy for Administrative Fines in Personal Care Homes
- Sale or change of legal entity process for Personal Care Homes
- DPW Single Audit Supplement
- HealthChoices Audit Guide—Physical Health
- HealthChoices Audit Guide—Behavioral Health
- ICF/MR Audit Guide
- CCIS Audit Guide
- Licensing Reference Manual for Personal Care Homes, Assisted Living, Child Residential, Intellectual Disabilities, and Mental health Service Providers

**Office of Child Development and Early Learning—Contact: Lynne Ackerman (717) 346-4673**

**Bureau of Certification Services****POLICY STATEMENTS:**

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2007	Ch. 3270— 3280	Certification of Part Day Program for School-Age Children	09/15/07	3001-07-01
2009	Ch. 3270 Ch. 3280 Ch. 3290	Reporting Lost Child	02/21/09	3001-08-02
	Ch. 3270 Ch. 3280 Ch. 3290	Playground Protective Surface Covering	02/21/09	3001-09-01
2011	Ch. 3270— 3280	Waiver of Child Care Facility Regulations	03/1/11	00-11-01
2012	Ch. 3270 Ch. 3280 Ch. 3290	Tuberculosis Blood Test	02/4/12	3001-12-01

**Announcements:**

2008	C-08 # 01—Capacity on Certificate of Compliance	04/08/08
	C-08 # 02—Proof of Liability Insurance	04/08/08
	C-08 # 05—Impact of Change in Equivalencies of CDA and CCP Credentials	08/13/08
	C-08 # 06—Approved Child Service Report Form	09/02/08
	C-08 # 07—Compliance with Regulations Relating to Recalled Toys and Equipment	09/15/08

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2009		C-09 # 04—Use of Hand Sanitizers in Early Childhood Programs	09/25/09	
2010		C-10 # 01—PEMA Update to Emergency Plan Toolkit for Child Care Facilities	03/23/10	
2011		C-11-# 01—Emergency Temporary Relocation of a Child Care Facility	05/12/11	
		C-11 # 02—Revised Child Care Staff Health Assessment	07/20/11	
		C-11 # 04—Announcements Deemed Obsolete	09/21/11	
2012		Proof of Identification Required for Child Care Center Director and Group Child Care Home Primary Staff Person	09/18/12	
2013		C-13 # 01—Announced Renewal Inspections Within 30 Day Range	11/15/13	
2014		C-14 # 01—Water Safety Training for Child Care Providers & Lifeguard Requirements	02/28/14	
		C-14 # 02—Healthy and Green Initiative-Child Care Siting	03/10/14	
		C-14 # 03—Degrees From Business Technical & Trade Schools	04/22/14	
2016		2016 EI-16 # 01 Provider Qualifications 2/2/16	02/12/16	
<b>Bureau of Early Intervention Services</b>				
2006		EI-06 # 01 Home & Community Based (HCBS) Eligibility/Ineligibility/Change Form (PA 1768)	01/18/06	
		ELS-EI-06 # 04 Natural Environments	07/24/06	
		ELS-EI-06 # 07 Clarification of Waiver of 4300 Fiscal Regulations	08/15/06	
		ELS-EI-06 # 10 Acceptable Signers of the Beneficiary Choice Form for the Infants, Toddlers And Families Medicaid Waiver	09/05/06	
2007		EI-07 # 12 PA Pre-K Counts and Early Intervention working Together	10/24/07	
2008		EI-08 # 02 Reportable Incidents	03/07/08	
		EI-08 # 03 Extent and Duration of Early Intervention Programs for Preschoolers, Including Services During Scheduled Breaks in Their Program	04/16/08	
		EI-08 # 09 Early Intervention Special Education Plan Review Notice (EI SEPRN)	08/18/08	
		EI-08 # 10 Eligibility for Infants Toddlers Families Medicaid Waiver	09/22/08	
2009		EI-09 # 11 Infant/Toddler Early Intervention Service Coordination	08/14/09	
		EI-09 # 13 Childfind System Including Children Who Are Wards of the State, Children Living in Residential Facilities, Children who were Abused and Children who are Homeless.	09/11/09	
		EI-09 # 14 Contracting with Early Intervention Service Providers and Suspending and Terminating Early Intervention Service Providers	09/16/09	
		EI-09 # 17 Qualifications for Individuals to Provide Speech-Language Pathology Services in Early Intervention and the Requirements for Billing	10/05/09	
		EI-09 # 19 Transition of Preschool Children to School Age Programs	10/20/09	

## NOTICES

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<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2010		EI-10 # 02 Release of Information	01/29/10	
		EI-10 # 04 Operational Guidance for Infant/Toddler Programs Regarding Children Living in Residential Facilities	04/09/10	
		EI-10 # 06 Funding Responsibilities for Early Intervention Services for Children at Kindergarten Age	05/18/10	
		EI-10 # 07 Paraprofessional Qualifications	06/15/10	
		EI-10 # 08 Amended Behavior Supports for Young Children	10/25/10	
		EI-10 # 09 State Set Rates for Infant Toddler Early Intervention Services	11/09/10	
2011		EI-11 # 01 IDEA Early Intervention Complaint Procedures	06/01/11	
		EI-11 # 02 ACT 24 of 2011 Implementation PELICAN Data Moratorium	08/01/11	
		EI-11 # 03 Early Intervention Annual Data Review	10/27/11	
		EI-11 # 04 Infant/Toddler Early Intervention Cost Centers	11/16/11	
2012		EI-12 # 01 Screening, Evaluation and Assessment in Early Intervention	04/11/12	
		EI-12 # 02 Updates to Early Intervention Policy Based on requirements in IDEA Part C	04/11/12	
		EI-12 # 03 Confidentiality, Parent Consent and Surrogate Parents	04/11/12	
		EI-12-# 05 Mediation, Due Process, and IFSP Facilitation Procedures for Infant/Toddler Early Intervention	07/01/12	
		EI-12 # 07 Collecting and Reporting Child Outcome Data in Infant/Toddler and Preschool Early Intervention Programs	10/26/12	
		EI-12 # 08 Local Determination Process	10/26/12	
		EI-12 # 09 Public Participation Requirements under The Individuals with Disabilities Education Act	10/26/12	
		EI-12 # 10 Public Participation Requirements under The Individuals with Disabilities Education Act	10/26/12	
2013		EI-13 # 01 Transition of Toddlers to Preschool or Other Community Services	01/30/13	
		EI-13 # 02 Pennsylvania System of Payment	03/19/13	
		EI-13 # 03 Session Notes	04/26/13	
		EI-13 # 04 Infants and Toddlers Referred to Pennsylvania's Early Intervention Program from Out of State	04/30/13	
		EI-13 # 05 Third Party Insurance Denials and Public Consulting Group	04/30/13	
		OCDEL-13 # 01 Children Experiencing Homelessness	05/09/13	
		EI-13 # 06 Children who Have a Hearing Loss	08/01/13	
		EI-13 # 07 Positive Behavior Support	08/29/13	
		EI-13 # 08 Eligibility for Infant/Toddlers and Preschool Early Intervention	12/13/13	
		EI-13 # 09 Eligibility for Infant/Toddlers and Preschool Early Intervention	12/13/13	
2014		EI-14 # 01 At-Risk Tracking for Infants and Toddlers Experiencing Homelessness	11/21/14	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
<b>Bureau of Early Learning Services</b>				
2006		ELS-06 # 06—Emergency Management Preparedness Training—Distribution of Training Materials	01/20/06	
2007		ELS-07 # 19—Keystone STARS funding for STARS facilities participating in PA Pre-K Counts	11/21/07	
2008		ELS/KS-08 # 28 Verification of Communication	09/12/08	
		FAP-08# 1 Out-of-state Travel and Lodging Prohibition Due to Current Economic Situation	12/16/08	
2009		ELS/KS-09 # 10 Keys to Quality Security Roles	03/30/09	
		ELS/KS-09 # 11 Star Level of Facilities Operated by Regional Key, Technical Assistance and Professional Development Contractors/ Subcontractors	04/14/09	
		ELS/KS-09 # 16 Professional Development Fee Procedures for Keys to Quality	06/25/09	
		ELS/KS-09 # 20 Access to the Early Learning Network Secure Web-Based System—PELICAN	07/10/09	
		ELS-KS-09 # 24 Joint Office of Children, Youth and Families& Office of Child Development and Early Learning Bulletin: Implementation of Child Care Funding Policy Beginning State Fiscal Year 2010-2011	07/14/09	
		ELS-KS-09 # 25 Keystone STARS TA Manual and Forms	07/17/09	
		ELS-KS-09 # 37 Accessing Early Learning Network and Work Sampling and Ounce Online	09/18/09	
		ELS-KS-09 # 38 Centers for Disease Control Guidance Regarding Influenza for Early Childhood Programs	09/21/09	
		ELS-KS-09 # 39 Use of Hand Sanitizers in Early Childhood Programs	09/25/09	
		ELS-KS-09 # 46 Reporting Child Care Center Closings Due to Influenza	10/23/09	
		ELS-KS-09 # 47 Excluding and Readmitting Children and Staff with Influenza-like Illness	10/26/09	
2010		ELS-KS-10 # 03 Pennsylvania Quality Assurance System (PAQS) Requirements	03/08/10	
		ELS/KS-10 # 16 Certification Referral to the Regional Key	07/30/10	
		ELS/KS-10 # 27 Financial Guidelines for Regional Keys	10/01/10	
		ELS/KS-10 # 29 Funds Management of Keystone STARS Provider Grant Awards	10/28/10	
2011		ELS/KS-11 # 09 Collaboration between Child Care Information Services Agencies, the PA Key, Regional Keys, and Local Education and Resource Networks (LEARN)	05/06/11	
		ELS/KS-11 # 15 Keystone STARS Optional Tools	07/07/11	
2012		ELS/KS-12 # 07 Organizational PQAS Requirements	06/22/12	
		ELS/KS-12 # 13 Pennsylvania Director Credential for Keystone STARS	06/26/12	
		ELS/KS-12 # 19 Online Facility Professional Development Plan Survey Collection	06/27/12	
		ELS/KS-12 # 25 Good Better Best-Pennsylvania's CQI Guide to Best Practices Version 2.1 for Centers-Groups and version 1.1 for Family	07/25/12	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2013		ELS/KS-12 # 26 Keystone STARS Exit Survey	08/06/12 7/18/2013	
		ELS/KS-13 # 05 Keystone STARS Logo Usage Guidelines	07/18/13	
		ELS/KS-13 # 12 Regional Keys Records Management, Conversions and Transmissions	08/28/13	
		ELS/KS-13 # 14 STARS TA Accountability Plan and Data Collection	09/03/13	
2014		ELS/KS-14 # 02 Degrees Earned from Business, Technical and Trade Schools	04/22/14	
		ELS/KS-14 # 06 STARS Status Review, Suspension and Removal Process	08/12/14	
		ELS/KS-14 # 09 Teacher Quality Version 2.0 and Career Lattice 2014	10/20/14	
		ELS/KS-14 # 10 Environmental Rating Scale (ERS) Assessment Protocols Guide	10/20/14	
		ELS/KS-14 # 11 Designation and Reliability Manual v. 1.0	10/20/14	
2015		ELS/KS-15 # 02 Pennsylvania Program Assessment Communication Tool (PA PACT) Manual	04/15/15	
		ELS/KS-15 # 01R Revised Keystone STARS Designation Certificates	8/27/15	
		ELS/KS-15 # 06 Keystone STARS Marketing Materials	8/27/15	
		ELS/KS-15 # 07 Pre-STARS Checklist for Early Learning and Development Programs	9/15/15	
		ELS/KS-15 # 08 2015-2016 Keystone STARS Standards and Worksheets	9/15/15	
		ELS/KS-15 # 09 STARS Enrollment Calculation Tool: Full-Time Equivalency (FTE)	9/15/15	
		PC/KS-15 # 01 Keystone STARS Standards and Worksheets Policy Clarification 11-25-15	11/25/15	
2016		ELS/KS-16 # 01 R 2015-2016 STARS Merit and Education & Retention Award Requests	1/27/16	
		ELS/KS-16 # 02 Start Up Technical Assistance Peer Mentoring and Rising STARS Peer Mentoring Guidance	1/22/16	
		ELS/KS-16 # 03 Keystone STARS Special Initiatives Awards	2/10/16	
		ELS/KS-16 # 04 Keystone STARS PA Pre K Counts Worksheets	2/18/16	
		ELS/KS-16 # 05 Keystone STARS Private Academic Schools (PDE Licensed Preschool) Worksheets	2/18/16	
		ELS/KS-16 # 06 Keystone STARS STAR 1, 2, 3 and 4 School District Preschool Worksheets	3/1/16	
		ELS/KS-16 # 07 Regional Key PRI and Monitoring Documents	4/26/16	
		PC/KS-16 # 01 STAR 3 and 4 Designation Renewal Extensions for 2016-2017	5/5/16	
		PC/KS-16 # 02 STAR 3 Movement Utilizing Directors Credential Action Plan	5/5/16	
<b>Maternal Infant Early Childhood Home Visitation (MIECHV)</b>				
2014		ELS/MIECHV-14# 02; ELS/NFP-14# 02 Program Review Instrument	1/10/2014 01/2014	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	<b>Nurse Family Partnership</b>			
2008		ELS/NFP-08 # 02 County Needs-Based Budget Funding for Nurse-Family Partnership Services	01/08/08	
		ELS/NFP-08 # 03 Documentation for Unserved Clients Requesting Service	01/08/08	
		ELS/NFP-08 # 07 Centers for Disease Control Guidance Regarding Influenza for Early Childhood Programs	09/21/09	
		ELS/NFP-08 # 08 Use of Hand Sanitizers in Early Childhood Programs	09/25/09	
		ELS/NFP-08 # 09 Reporting Child Care Center Closing Due to Influenza	10/23/09	
		ELS/NFP-08 # 10 Excluding and Readmitting Children and Staff with Influenza-like Illness	10/26/09	
		ELS-NFP-08 # 12 Management of State Funds	11/06/09	
2013		ELS/NFP-13# 01 OCDEL Announcements	09/09/13	
2015		ELS/MIECHV-15 # 01; ELS/NFP-15 # 01 Announcement Policy	07/01/15	
		ELS/MIECHV-15 # 02; ELS/NFP-15 # 02 Fiscal & Program Communication and Reporting Strategy	07/01/15	
		ELS/MIECHV-15 # 03; ELS/NFP-15 # 03 Program and Fiscal Reporting, Reporting Accuracy & Timeliness	07/01/15	
		ELS/MIECHV-15 # 04; ELS/NFP-15 # 04 Enrollment Policy	07/01/15	
		ELS/MIECHV-15 # 05; ELS/NFP-15 # 05 On-Site Fiscal Monitoring	07/01/15	
		ELS/MIECHV-15 # 06; ELS/NFP-15 # 06 Audit Requirements	07/01/15	
		ELS/MIECHV-15 # 07; ELS/NFP-15 # 07 Principles, and Audit Uniform Administrative Requirements for Federal Requirements, Cost Awards; Final Rule: Indirect Cost	07/01/15	
		ELS/MIECHV-15 # 08; ELS/NFP-15 # 08 Program Review Instrument	07/01/15	
		ELS/MIECHV-15 # 09; ELS/NFP-15 # 09 Mandatory Meeting Attendance Policy	07/01/15	
		ELS/MIECHV-15 # 10; ELS/NFP-15 # 10 Confidentiality	07/01/15	
		ELS/MIECHV-15 # 11; ELS/NFP-15 # 11 Coordination with Early Intervention Agencies	07/01/15	
		ELS/MIECHV-15 # 12; ELS/NFP-15 # 12 Child/ Family Transition Plans	07/01/15	
		ELS/MIECHV-15 # 13; ELS/NFP-15 # 13 Community Collaboration	07/01/15	
		ELS/MIECHV-15 # 14; ELS/NFP-15# 14 Continuous Quality Improvement (CQI)	07/01/15	
		ELS/MIECHV-15 # 15; ELS/NFP-15 # 15 Curriculum and Standards	07/01/15	
		ELS/MIECHV-15 # 16; ELS/NFP-15 # 16 Home Visitor Professional Development	07/01/15	
		ELS/MIECHV-15 # 17; ELS/NFP-15 # 17 MIECHV & Pennsylvania NFP Cost per Family & Definitions	07/01/15	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
<b>Bureau of Subsidized Child Care Services</b>				
2005		S-05 # 04—Unemployment Compensation Claims Filed By Relative/Neighbor Providers Announcement	06/28/05	
2007		S-07 # 08—PA Pre-K Counts and Child Care Works: Enrollment and Release of Information Procedures	09/18/07	
		S-07 # 09—Pelican Announcement	11/07/07	
2009		S-09 # 05 Care Level for Kindergarten Children Changing from Preschool (PSE) to Young School Age (YSA)	06/17/09	
		S-09 # 13 Centers for Disease Control Guidance Regarding Influenza for Early Childhood Programs	09/21/09	
		S-09 # 14 Use of Hand Sanitizers in the Early Childhood Programs	09/25/09	
		S-09 # 16 Reporting Child Care Center Closings Due to Influenza	10/23/09	
		S-09 # 17 Excluding and Readmitting Children and Staff with Influenza-like Illness	10/26/09	
		S-09 # 18 Linking Pennsylvania Pre-K Counts and Child Care Works Subsidized Child Care	10/28/09	
2012		S-12 # 05 2012-13 Relative/Neighbor Provider Agreement	6/26/12	
		S-12 # 06 2012-13 In-Home Care Parent/Caretaker Provider Agreement	6/26/12	
		S-12 # 07 2012-13 Regulated Provider Agreement	6/27/12	
		S-12 # 10 Decrease in Regulated Provider Maximum Child Care Allowance & Increase in Keystone STARS Tiered Reimbursement	11/20/12	
2013		S-13 # 02 Fiscal Year 2013-14 Child Care Information Services Grantees	05/13/13	
2015				
2016		S-16 # 01 2016 Income Limits and Co-payment Guidelines	4/12/16	
		S-16 # 02 2016-2017 Grant Announcement	4/18/16	

**GUIDANCE MANUALS:**

- Licensing Indicator System for Child Day Care Centers
- Licensing Indicator System for Group Day Care Homes

**INTERNAL GUIDELINES:**

- 00-94-10, Application of Child Day Care Service Regulations 10/21/94
- 00-95-03, Procedures for the Regulation of Child Day Care Facilities 02/13/95
- 00-11-01, Waiver of Child Care Facility Regulations 03/01/11
- 07-01-12, Protocol # 1, Initial Certificate of Compliance
- 12-10-12, Protocol # 3, Complaints—Regulated Facilities

**Office of Social Programs—Contact: Karen Herrling (717) 783-4726****GUIDANCE MANUALS:**

- PA School-Based ACCESS Program Provider Manual
- Supporting Pennsylvanians Through Housing (DHS Five-Year Housing Strategy)

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**Pennsylvania INSURANCE DEPARTMENT (PID)**


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**I. NOTICES****A. Executive Office****1. Insurance Department Notices**

<i>No.</i>	<i>Date</i>	<i>Pub'd Description</i>
2016-07	06/25/16	Per Diem Charges for Market Conduct Examinations of Insurance Companies
2016-06	06/25/16	Per Diem Charges for Financial Examinations Conducted by the Insurance Department

<i>No.</i>	<i>Date</i>	<i>Pub'd Description</i>
2016-05	04/30/16	Notice Regarding Nondiscrimination
2016-04	04/30/16	Arson and Insurance Fraud Reporting
2016-03	02/27/16	Workers' Compensation Security Fund Assessment
2016-02	02/27/16	Autism Spectrum Disorders Coverage—Maximum Benefit Adjustment
2016-01	05/28/16	Repeal of Outdated Notices Regarding Form and Rate Filings; Filing Requirements under the Accident and Health Filing Reform Act—Revised
2015-08	10/31/15	Medical Care Availability and Reduction of Error Fund; Notice and Amount of Assessment Action
2015-07	09/19/15	Provider Directories
2015-06	08/22/15	Price Optimization
• 2015-03	03/28/15	Workers' Compensation Security Fund Assessment
• 2015-02	03/21/15	Autism Spectrum Disorders Coverage—Maximum Benefit Adjustment
• 2015-01	01/31/15	Terrorism Risk Insurance Program Reauthorization Act of 2015; Expedited Rate, Rule and Form Filing Review Process
• 2014-12	10/25/14	General Guidance for Disclosure of Prescribed Differences from NAIC Statutory Accounting Principles
• 2014-10	09/27/14	Deregulation of Certain Commercial Lines Property and Casualty Forms
• 2014-09	06/14/14	Certification as an Independent Review Organization Long-term Care Benefit Trigger Determinations
• 2014-08	06/14/14	Repeal of Outdated <i>PA Bulletin</i> Notices.
• 2014-01	01/04/14	Increase in the Accident Surcharge Dollar Threshold (Cap) to \$1,550.
• 2012-04	02/18/12	Effective Dates for Small Group Health Insurance Rate Filings
• 2011-06	07/30/11	Advisory Notice—Rate Review Process Determination
• 2011-03	05/14/11	Use of Misleading Professional Designations by Insurance Producers Selling Life Insurance or Annuities to Seniors
• 2011-01	01/01/11	Increase in the Accident Surcharge Dollar Threshold (Cap) to \$1,450
• 2010-10	10/02/10	Provisions of Act 51 of 2010
• 2010-09	08/14/10	Mini-COBRA Coverage
• 2010-08	07/17/10	Application for Written Consent
• 2010-06	07/03/10	Repeal of Outdated Notices
• 2010-02	01/02/10	Review Procedure Hearings; Cancellation or Refusal of Insurance
• 2009-07	07/31/09	Updated Guidelines for Record Retention
• 2009-06	06/27/09	Autism Review Process
• 2009-03	04/11/09	Autism Coverage
• 2009-02	02/14/09	Property and Casualty Insurance Companies and Producers Issuing Certificates of Insurance in Pennsylvania
• 2009-01	02/14/09	Community Health Reinvestment Activities
• 2008-05	04/19/08	Long-Term Care Partnership Program Effective Date and Revised Guidance Announcement
• 2007-06	12/01/07	Arson and Insurance Fraud Reporting
• 2007-04	09/30/07	List of Approved Guide Source Method Vendors
• 2006-12	11/18/06	Flood Insurance Training Requirements
• 2006-08	07/08/06	Repeal of Outdated Bulletins and Notices
• 2006-07	06/24/06	Professional Corporations, Professional Associations and Partnerships
• 2006-06	06/24/06	Notice of Agent Education and Training Requirement Changes
• 2005-07	07/23/05	Agreement on Community Health Reinvestment
• 2005-04	03/26/05	Viatical Settlement Broker License Testing Requirements for Licensed Life Insurance Producers
• 2005-02	02/05/05	Reporting and Disclosure of Criminal Convictions
• 2003-11	11/29/03	Coverage for Chiropractic Care



<i>No.</i>	<i>Date</i>	<i>Pub'd Description</i>
• 2003-07	09/20/03	Notice to Companies Writing Private Passenger Auto Insurance in Pennsylvania
• 2003-06	08/09/03	Drug and Alcohol Use and Dependency Coverage
• 2002-10	10/19/02	Proper Reporting of Uncovered Medical Liabilities and Expenses (Uncovered Claims)
• 2001-07	06/30/01	Deregulation of Life Insurance Forms
• 2001-04	04/21/01	Book Transfers
• 2000-04	02/26/00	The Violent Crime Control and Law Enforcement Act of 1994, 18 U.S.C., Sections 1033 and 1034
• 2000-03	02/19/00	Federally Mandated Health Care Fraud and Abuse Reporting
• 1995-09	08/23/95	Deregulation of Commercial Lines Property and Casualty Forms
• 1995-07	07/19/95	Modification of Contract for Use When an Annuity Premium Tax is Not Applicable
• 1994-14	10/03/94	Separate Account Modified Guaranteed Life Insurance
• 1994-13	10/03/94	General Account Modified Guaranteed Life Insurance
• 1994-12	10/03/94	Separate Account Modified Guaranteed Annuity
• 1994-11	10/03/94	General Account Modified Guaranteed Annuity
• 1994-09	07/07/94	Approval and Solicitation of Long Term Care Policies for Continuing Care Retirement Communities

## 2. *Statements of Policy*

- 31 Pa. Code, Chapter 67, Sections 67.41—67.45 and Appendix A, Motor Vehicle Financial Responsibility Law, Subchapter D. Adopted 05/19/1989.
- 31 Pa. Code, Chapter 89, Sections 89.451—89.474, Approval of Life, Accident and Health Insurance. Subchapter H. Statements of Policy. Adopted 02/05/1982.
- 31 Pa. Code, Chapter 90c, Sections 90c.1—90c.25, Individual Applications. Adopted 01/18/1991.
- 31 Pa. Code, Chapter 90d, Sections 90d.1—90d.9, Individual Accidental Death Benefits; Provided by Riders or Built into Policies. Adopted 01/18/1991.
- 31 Pa. Code, Chapter 90e, Sections 90e.1—90e.13, Individual IRA Endorsements for Life Insurance and Annuities. Adopted 01/18/1991.
- 31 Pa. Code, Chapter 90f, Sections 90f.1—90f.16, Individual Imminent Death/Lifetime Health Care Facility Confinement Benefits Provided as Accelerated Death Benefit or Settlements of Death Benefit; Provided by Riders or Built into Policies. Adopted 01/18/1991.
- 31 Pa. Code, Chapter 90g, Sections 90g.1—90g.16, Individual Health Care Facility Benefits Provided as Accelerated Death Benefit or Settlement of Death Benefit; Provided by Riders or Built into Policies. Adopted 01/18/1991.
- 31 Pa. Code, Chapter 90h, Sections 90h.1—90h.11, Individual Waiver of Surrender Charges for Life and Annuity Contracts Resulting From Health Care Facility Usage; Provided by Riders or Built into Policies. Adopted 01/18/1991.
- 31 Pa. Code, Chapter 90i, Sections 90i.1—90i.3, Certificates of Assumption. Adopted 03/05/1993.
- 31 Pa. Code, Chapter 119, Sections 119.1—119.26, Anti-Fraud. Adopted 08/27/1993.
- 31 Pa. Code, Chapter 120, Sections 120.1—120.5, Loss Cost Adjustment Filing. Adopted 08/27/1993.
- 31 Pa. Code, Chapter 150, Sections 150.1—150.5, Uniform Health Insurance Claim Form. Adopted 07/02/1993.
- 31 Pa. Code, Chapter 152, Sections 152.101—152.105, Preferred Provider Organizations, Primary Care Gatekeeper PPO Products. Adopted 09/27/1991.
- 31 Pa. Code, Chapter 153, Section 153.2, Permission to file accident and health, life and annuity insert pages. Adopted 10/19/1990.
- 31 Pa. Code, Chapter 153, Section 153.3, Simplified review of company merger, assumption or name change form and rate filing. Adopted 06/28/1991.
- 31 Pa. Code, Chapter 301, Sections 301.201—301.204, Health Maintenance Organization, Subchapter H. Point-of-Service Products Group Specific Community Rating. Adopted 09/27/1991.
- 31 Pa. Code, Chapter 301, Sections 301.301—301.321, Health Maintenance Organization, Subchapter I. Contractual Arrangements Between HMOs and IDSs. Adopted 04/05/1996.
- 31 Pa. Code, Chapter 303, Section 303.1, Out-of-State Health Maintenance Organization Investments. Adopted 03/25/1988.

Contact: Glenda Ebersole, Policy Director, 717-783-0652; fax 717-705-3873

## II. OTHER

### A. Administrative Hearings Office

- *Digest of Automobile Policy Terminations (Act 68 and 78)*  
Insurance Commissioner Decisions on Automobile Insurance Administrative Hearings
- *Digest of CAT Fund Adjudications*  
Insurance Commissioner Decisions on Automobile CAT Fund Administrative Hearings
- *Digest of Homeowners Policy Terminations (Act 205)*  
Insurance Commissioner Decisions on Homeowners Insurance Administrative Hearings
- *Digest of Agency Terminations (Act 143)*  
Administrative Hearing Officer Decisions on Insurance Agency Administrative Hearings

- *Practice and Procedure Digest*  
Describes the Administrative Hearing Process

Contact: Jill Linta, Administrative Hearings Office, 717-783-2126; fax 717-787-8781

## **B. Office of Insurance Product Regulation and Administration**

- *Public Documents Room Procedures*  
Procedures to review public documents at the Insurance Department
- *Regulatory Procedures Manual*  
Internal procedures regarding drafting of regulations

Contact: Glenda Ebersole, Policy Director, 717-783-0652; fax 717-705-3873

## **Department of LABOR & INDUSTRY (L&I)**

### **I. POLICY STATEMENTS**

#### **A. Labor & Industry Secretary**

- Availability of First Aid, CPR, and Other Emergency Treatments
- Pennsylvania Worker and Community Right to Know Act Employee Workplace Notice
- Security Policy Statement
- Smoking Within the Labor & Industry Building Policy Statement
- Weapons Policy Statement
- Workforce Investment Act Policy Statement
- Workplace Violence Policy Statement

#### **B. Office of Equal Opportunity**

Contact: James Kayer (717-787-1182)

- Equal Employment Opportunity Policy Statement
- Contract Compliance Policy Statement
- Equal Opportunity Plan
- Contract Compliance Annual Plan
- Disability-Related Employment Policy Statement
- Sexual Harassment Policy Statement
- Workforce Innovation and Opportunity Act Equal Opportunity Policy Statement
- Methods of Administration
- Designation of Equal Opportunity Officers
- Designation of Equal Opportunity Liaisons
- Limited English Proficiency Policy Statement
- Office of Equal Opportunity Civil Rights Statement

#### **C. Bureau of Workers' Compensation**

- Occupational Disease under the Workers' Compensation Act—Guidelines for Employment Screening Programs under Act 115 of 2001 BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
- Health Care Under the Workers' Compensation Act BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
- Uninsured Employers Guaranty Fund BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
- General Provisions of Act 57 of 1996 BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")

### **II. GUIDANCE MANUALS**

#### **A. Office of Vocational Rehabilitation**

Contact: Joseph Strechay, Director, BBVS (717-783-3784)

- OVR Numbered Memoranda
- 02-200.03 Determining Which OVR Bureau Should Serve the Customer Who is Blind or Visually Impaired
- 03-200.05 Performance Based Job Coaching
- 04-300.02 Rehabilitation Teaching and Orientation & Mobility Performance Standards
- 07-100.01 District Office Itineraries and Daily Activities Report

- 09-200.01 Ticket to Work Program
- 10-100.02 Driver Services for OVR Employees
- 10-100.05 Provision of Services to OVR Employees, Relatives of OVR Employees, Individuals With Whom the Employee Has a Close Personal Relationship or other Cases Designated as Confidential Per Customer Request
- 10-100.08 Ad Hoc Reporting
- 10-200.01 Psychological Services—Qualifications, Approval, and Use of Psychological Providers and Services
- 10-200.02 Psychological Services—Guideline: Psychodiagnostic and Vocational Assessment
- 11-100.02 Competitive Bids—Procedures and Documentation
- 11-100.04 Alternate Format Policy
- 11-200.03 Subrogation/Agreement to Repay Policy
- 12-200.06 1998 Amendments to the Rehabilitation Act
- 12-300.01 Referring, Training and Placing VR Customers in the Business Enterprise Program
- 12.200.02 College and Other Post Secondary Training
- 12-200.03 Annual Review of Closed Cases
- 12-200.04 Receipt, Tagging and Inventorying of Equipment Purchased for OVR Customers
- 12-200.09 Placement Equipment Purchase Procedure Document
- 13-200.02 Voter Registration
- 13-200.03 Work and Home Site Modifications
- 13-200.04 Vehicle Modifications # 1—Guidelines
- 13-200.05 F.A.R.M. (Farming and Agriculture Rehabilitation Management) Service Provision Manual for Pennsylvania Farmers
- 14-100.01 CWDS VR Case Service Manual
- 14-100.03 OVR Records Retention and Disposition Procedures
- 14-200.01 Financial Needs Test
- 14-200.01 Identity Verification Requirements for OVR Customers
- 14-200.02 Order of Selection
- 15-100.01 Appeals, Legal Requests, and Release of Information
- 15-200.01 Audiological Services, Interpreting Services, & Assistive Technology Procedures for Customers who are Deaf, Hard of Hearing, Late Deafened and Deaf-Blind
- 16-100.01 OVR Fiscal Procedures and Documentation
- 16-100.02 Provider Agreement Policy and Procedures
- 16-100.03 Out of State Travel Approval Procedure for OVR Employees
- 16-200.01 College & Other Post-Secondary Training
- 16-200.04 Small Business Ownership as a Vocational Goal for OVR Customers
- 78-700.1 Post-Employment Services Procedures
- 88-600.2 Guidelines—Individuals with Mental Retardation
- 97-600.8 Revised Guidelines—Specific Learning Disabilities
- 10-300.01 Independent Living/Specialized Services Program Handbook
- Updated IL/SS Handbook  
Contact: Denise Verchimak, Office of Vocational Rehabilitation (717-772-3511)
- Bureau of Blindness and Visual Services Independent Living/Specialized Services Program Handbook

#### **B. Bureau of Workers' Compensation**

- Calculating 21-Day Compliance BWC Website: [www.dli.state.pa.us](http://www.dli.state.pa.us) ("Workers' Compensation")
- Return-to-Work Model BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")

- PA Workers' Compensation Employer Information Pamphlet, LIBC-200 (Workers' Compensation Guidelines for Employers.) BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Employers' Guide to Self-Insuring Workers' Compensation, LIBC-300 BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Workers' Compensation and the Injured Worker Pamphlet, LIBC-100 (Workers' Compensation Guidelines for Injured Workers.) BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Workers' Compensation and the Injured Worker Pamphlet—Spanish Edition, LIBC-100-(ESP) (Workers' Compensation Guidelines for Spanish-speaking Injured Workers.) BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Procedures for Completing an Application for Fee Review, BWC website: ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - 2016 Statewide Average Weekly Wage Schedule. Revised effective January 1, 2015. BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Statement of Purpose of Adoption of Usual and Customary Charge. Effective November 1, 2010. BWC website: ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - Attention WC Providers and Insurers: Read the Bureau's response to questions regarding ICD-10 ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - Changes to the WC Act as made by ACT 184 (HB1846): View the Amendments ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - Bureau Code Listings. Updated Monthly. BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Safety Committee Box Score. Updated Monthly. BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Employer's Guide to Self-Insuring Workers' Compensation, LIBC-300 BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Accident and Illness Prevention Service Provider Qualifications Guide  
Contact: Bill Keefer, Health and Safety Division, BWC (717-772-1636)
  - Hands System BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")  
Contact: Eric Hoffman, Health and Safety Division, BWC (717-772-1917)
  - State-Certified Workplace Safety Committee Brochure (LIBC-733) BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - PATHS: Pennsylvania Training for Health and Safety. BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Workplace Safety Committee Technical Assistance/Certification Assistance Manual (LIBC-55) BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")  
Contact: Eric Hoffman, Health and Safety Division, BWC (717-772-1917)
  - Worker & Community Right to Know. BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")  
Contact: Eric Hoffman, Health and Safety Division, BWC (717-772-1917)
  - Workers' Compensation Automation and Integration System (WCAIS) BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - WCAIS, Forms BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - EDI Claims Implementation Guide BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - WCAIS, Training Resources BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - WCAIS, Frequently Asked Questions BWC website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Workers' Compensation Fee Schedules BWC Website: ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - Impairment Rating Evaluation Physician's Listing. BWC Website: ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - 2014 Medical Access Study Executive overview. Updated June 2015. BWC Website: ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - Employer's Guide to Workers' Compensation Insurance in Pennsylvania (A folder which includes: An Employer's Overview, A Guide to Loss Cost Multipliers, A Guide to Classification Codes and other workers' compensation information of interest to employers). Updated June 2015.  
Contact: Information Services Helpline (717-772-3702)
  - Workers' Compensation and Workplace Safety Annual Report BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Frequently Asked Questions Workers' Compensation BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Frequently Asked Questions Health Care Services Review BWC Website: ("Workers' Compensation") [www.dli.pa.gov](http://www.dli.pa.gov)
  - Frequently Asked Questions Workplace Safety Committee Certification Program BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Office of Adjudication Petition Count WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Obtaining WC Hearing Transcripts WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Medicare Policy: Evaluation and Approval of WC Lump Sum Settlements WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Accommodation Requests WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Lawyer Referral Service Information (Web guideline) WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
- C. Workers' Compensation Office of Adjudication**
- WCOA Forms WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication")
  - Employee/Dependent Statement Form. WCOA website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation")
  - Obtaining Unemployment Compensation Benefit Offset Information WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication")
  - Act 147 Resolution Hearing Procedure for Bristol, Malvern, Philadelphia—Arch Street, Northeast Philadelphia and Upper Darby Offices. WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication")
  - Act 147 Resolution Hearing Procedure WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication")
  - Request a Copy of a Record, Including Decisions WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication")
  - Alternative Dispute Resolution WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication" and "Alternative Dispute Resolution")
  - Links to Mediation Procedures Followed by Judges WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Workers' Compensation" and "Click Here for the Office of Adjudication" and "Alternative Dispute Resolution")

- Alternative Dispute Resolution Pamphlet WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Alternative Dispute Resolution” and “Alternative Dispute Resolution Pamphlet”)
- Judge Information—Judge Book WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Judge Information”)
- Special Rules of Administrative Practice and Procedure before the Workers’ Compensation Appeal Board and Workers’ Compensation Judges WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- CIMS Claims Converting to WCAIS (effective September 2013) WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- WCOA Email Resource Accounts WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Act 109 WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Conduct Lien Searches for Child Support WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Employee/Dependent Statement Form for Child Support Information WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Changes to the WC Act as made by Act 147 WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Workers’ Compensation Annual Report and Other Publications WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Workers’ Compensation Act WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- WCOA Quick Links to Other WC-Related Sites WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Quick Links to Other PA WC Regulations WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Lawyer Referral Service Information (Web guideline) WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Workers’ Compensation Rate Schedules WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication”)
- Directions to Hearing Locations WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Directions to Hearing Locations”)
- Adjudication Process—Frequently Asked Questions WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process”)
- WCAIS Website WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process”)
- Obtaining WC Hearing Transcripts WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Obtaining WC Hearing Transcripts”)
- Medicare Policy: Evaluation and Approval of WC Lump Sum Settlements WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Medicare & WC Benefits”)
- Centers for Medicare and Medicaid Services Website WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Medicare & WC Benefits”)
- Memoranda to the Medicare Regional Offices WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Medicare & WC Benefits”)
- Workers’ Compensation Medicare Set-Aside Arrangements (WCMSAs)—Basic Information WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Medicare & WC Benefits”)
- Workers’ Compensation Medicare Set-Aside Arrangements (WCMSAs)—Approval Process WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Medicare & WC Benefits”)
- Accommodation Requests WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Accommodation”)
- Management Contact Information WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation” and “Click Here for the Office of Adjudication” and “Adjudication Process” and “Management Contact Information”)
- Office of Adjudication Petition Count WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) (“Workers’ Compensation”)

### III. OTHER

#### A. Center for Workforce Information and Analysis

Contact: Keith Bailey (717-787-3266)

- New Hire Program forms for businesses to use to report new hires can be found at [www.pacareerlink.pa.gov](http://www.pacareerlink.pa.gov)
- High Priority Occupations policy and petition information is available at [www.workstats.dli.pa.gov](http://www.workstats.dli.pa.gov)
- Federal contractors’ affirmative action planning workforce demographics are available at [www.workstats.dli.pa.gov](http://www.workstats.dli.pa.gov)

#### B. Bureau of Workforce Development Administration & Bureau of Workforce Partnership and Operations

Contact: Brandy Burnham (717-214-4829), Carrie Amann (717-705-8821)

- Workforce System Guidance (WSG) No. 01-PY2015 dated July 9, 2015, Implementation of the Workforce Innovation and Opportunity—Transition Provisions
- Workforce System Policy (WSP) No. 01-PY2015 dated September 25, 2015, Pennsylvania’s Workforce System of Record
- Workforce System Policy (WSP) No. 02-PY2015 dated December 15, 2015, Local Governance Policy
- Workforce System Policy (WSP) No. 03-PY2015 dated December 22, 2015, Financial Management Policy
- Workforce System Guidance (WSG) No. 03-PY2015 dated December 23, 2015, Youth Eligibility Definitions—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Guidance (WSG) No. 04-PY2015 dated December 23, 2015, Self-Certification and Telephone/Document Inspection Verification—Initial Implementation of the Workforce Innovation and Opportunity Act

- Workforce System Policy (WSP) No. 04-PY2015 dated December 23, 2015, Eligible Training Providers—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Policy (WSP) No. 05-PY2015 dated December 23, 2015, Priority of Service—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Guidance (WSG) No. 05-PY2015, Change 1 dated February 29, 2016, Regional and Local Planning—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Guidance (WSG) No. 06-PY2015 dated April 1, 2016, Incumbent Worker Training Activities—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Policy (WSP) No. 06-PY2015 dated April 7, 2016, Training Expenditure Targets and Definitions of Types of Training for Benchmarks
- Workforce System Policy (WSP) No. 07-PY2015 dated April 14, 2016, Oversight—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Policy (WSP) No. 02-PY2014, Version 002, dated July 1, 2014, Workforce Delivery System
- Workforce System Guidance (WSG) No. 02-PY2014, Process and Timeline for Designation of Pennsylvania's Local Workforce Development Areas—Initial Implementation of the Workforce Innovation and Opportunity Act of 2014
- Workforce Investment Information Notice (WIIN) No. 01-2011 dated July 15, 2011, Workforce Investment Act of 1998 (WIA) Performance Incentive Award, Technical Assistance and Sanctions Policy
- Workforce Investment Information Notice (WIIN) No. 02-2007, dated June 27, 2008, Rapid Response Process, Roles and Responsibilities
- Workforce Investment Information Notice (WIIN) No. 02-2006, dated July 6, 2007, Dislocated Worker Transition Policy
- Workforce Investment Information Notice (WIIN) No. 01-2005, Change 2, dated April 26, 2007, WIA Title I Training through Individual Training Accounts (ITAs) in High Priority Occupations (HPOs)
- Workforce Investment Information Notice (WIIN) No. 03-2005 dated June 20, 2006, Guidelines for the Competitive Procurement of Youth Services
- Workforce Investment Information Notice (WIIN) No. 05-2003, undated, Trade Act Petition and Certification Policies
- Workforce Investment Information Notice (WIIN) No. 12-2003, Change 1, dated January 31, 2008, Rapid Response Early Intervention and Trade Benefits Rights Interview Process

All of the Workforce directives can be found on the PA Department of Labor & Industry's website: <http://www.dli.pa.gov/Businesses/Workforce-Development/Pages/Pennsylvania's-Workforce-System-Directives.aspx#>.

#### **C. Minimum Wage Advisory Board**

- Annual Analysis of the Pennsylvania Minimum Wage—2007 through present is available at [www.workstats.dli.pa.gov](http://www.workstats.dli.pa.gov).

#### **D. Office of Vocational Rehabilitation**

- The OVR Annual Report—Ralph Roach (717-787-3940)
- WIOA Combined State Plan Update—Ralph Roach (717-787-3940)
- Employment Services for Persons with Disabilities—Cindy Mundis (717-787-5518)
- The OVR Rehabilitation Services Handbook—Ralph Roach (717-787-3940)

- OVR Transition Guide for Professionals—Dana Baccanti (717-772-1656)
- OVR—Transition From Substance Abuse to Recovery and Work (A Guide for Vocational Rehabilitation)—Dana Baccanti (717-772-1656)
- Your Road to Independence—David DeNotaris (717-783-3784)
- Business Services—Cindy Mundis (717-787-5518)
- On-the-Job Training—Cindy Mundis (717-787-5518)
- Out of Work due to Occupational Injury or Disease
- Jobs for All, Youth Employment Initiative
- Compliance With Civil Rights Legislation

#### **E. State Workers' Insurance Fund**

- Injury Hotline Reporting Sticker
- Employee Information for reporting of Work Related Injuries
- Workers' Compensation Employee Notice
- SWIF District Office Map and Directory
- Notice of Employer W/C coverage with SWIF (English & Spanish)
- SWIF Information Pamphlet
- "You as a Witness" in a Workers' Comp. Proceeding
- Benefits of Early Reporting of Injuries
- State Workers' Insurance Fund "Checklist"
- SWIF's Early Return to Work Program
- Telephonic Reporting Questionnaire
- "21 day rule" Reporting guideline letter
- SWIF Safety Policy and Program Outline
- Certified Safety Committee Addendum
- Governor's Initiative on Workplace Safety, Pennsafe
- Drug Free Pennsylvania Packet
- Claimant Authorization for Direct Deposit of SWIF Benefits Notice of subrogation lien against a third-party recovery under Section 319 of the Workers' Compensation Act
- Preferred Provider Organization (PPO) Notice
- Free Access to Statewide Preferred Provider Organization (PPO) Notice
- Return-to-Work Program Notice (It is not the same as the SWIF Early Return to Work Program previously listed. Both are still in use.)
- Memo Concerning Section 305.2 of the Workers' Compensation Act.
- Notice to SWIF Policyholders Concerning their Obligation to Comply with Bureau Regulation 121.3b

#### **F. Workers' Compensation Appeals Board**

Contact: William Trusky (717-783-7838)

- LICB-25/26, Appeal From Judge's Findings of Fact and Conclusions of Law
  - Workers' Compensation Appeal Board—Overview of Program
  - Instructions for Completing the Appeal Form
  - 2016 Hearing Dates
  - FAQs
  - Commissioners of the Board
- [http://www.portal.state.pa.us/portal/server.pt/community/workers%27\\_compensation\\_appeal\\_board/10314](http://www.portal.state.pa.us/portal/server.pt/community/workers%27_compensation_appeal_board/10314)

#### **G. Interpreter Law, Act 172 of 2006**

Contact: James Kayer (717-787-1182)

- Model Voir Dire for Qualifying a Non-Certified Sign Language Interpreter or Transliterator
- Model Voir Dire for Qualifying a Non-Certified Foreign Language Interpreter
- Suggested Oath
- Pennsylvania Code of Ethics and Professional Conduct for Interpreters
- Presiding Officer Checklist

- Interpreter Checklist
  - Frequently Asked Questions
  - Interpreter's Law Guide
- <http://www.portal.state.pa.us/portal/server.pt?open=514&objID=552921&mode=2>

#### H. Office of Unemployment Compensation Benefits Policy

Contact: Lara Hege (717-772-8830)

<http://www.uc.pa.gov>

- BUR-843 Request for Confidential Information
- DUA-5 Disaster Unemployment Assistance
- UC-2 INS Instructions for Completing PA UC Tax Forms
- UC-2D Request for Employer Wage/Credit Week Information
- JG-23 JobGateway® registration flyer
- UC-23 Pennsylvania Unemployment Compensation Filing Materials Checklist
- UC-23(ESP) Pennsylvania Unemployment Compensation Filing Materials Checklist (Spanish)
- UC-24 RESEA Notice
- UC-27 UC Business Card
- UC-42(I) Paper Initial Claim Application
- UC-42(I) INS Paper Initial Claim Application instructions
- UC-42(I)(SW) Application Shared-Work Plan (Claimant)
- UC-44F(Insert) Claimant Certification of Wages
- UC-49 Request for Full-Time Weekly Wage Information
- UC-50 Benefit Exhaustion Letter
- UC-44F (Insert2) Information Regarding Financial Eligibility
- UC-199 Document Retention Notice
- UC-200 Poster Protect Your Business From Higher Taxes
- UC-301 Work Search Warning Letter
- UC-304 Record of Job Applications and Work Search Activities
- UC-304(ESP) Record of Job Applications and Work Search Activities (Spanish)
- UC-307 Work Search Review Form
- UC-309 Advertise Direct Deposit Option
- UC-310 Authorization for Direct Deposit
- UC-311 Important Information about Your UC Benefits
- UC-335(1) Invoice for 1st Party research
- UC-335(843) Invoice for 843 research
- UC-335(CA) PA Agency Invoice for 843 research
- UC-335(S1) Subpoena Invoice for 3rd Party research
- UC-335(S2) PA Agency Subpoena Invoice
- UC-335(CS-843) Cost Schedule for 843 form
- UC-335(CS-S) Cost Schedule for subpoena
- UC-360 Claim Confirmation Letter
- UC-363 Employer Letter
- UC-365C New PIN Notice
- UC-361 Notary Public Signature (identity verification)
- UC-483 Request for Subsequent Benefit Year Information
- UC-494 & Credit Week Information Request
- UC-494(A)
- UC-503 Notice of Court Ordered Withholdings
- UC-503A & Cover Letter and Notice of Court Ordered Withholdings
- UC-503V
- UC-504 SIDES E-response Application
- UC-528 Notice of Exhaustion of UC Benefits
- UC-529 Notice of Expiration of UC Benefits
- UC-600 Poster: Report UC Fraud
- UC-601 Poster: UC Fraud is a Crime
- UC-602 Cheating the System
- UC-700 UC Claims Poster (Private Employers)
- UC-700(ESP) UC Claims Poster (Spanish)
- UC-700A UC Claims Poster (State Employers)
- UC-701 UC Reduction of Benefits poster
- UC-701(ESP) UC Reduction of Benefits poster (Spanish)
- UC-723 Important Information about your Eligibility for UC (law changes)
- UC-810 TTY Biweekly Claims Questions
- UC-810(I) TTY Instructions
- UC-1084 Application Shared-Work Plan (Employer)
- UC-1084(A) Application Instructions
- UC-1088(A) Application Instructions
- UC-1089 Bi-weekly claim form (Employer)
- UC-1091 Application to modify approved Shared-Work Plan
- UC-1097 Shared-Work pamphlet
- UC-1099G Statement for Recipients of PA Unemployment Compensation Payments
- UC-1201 Important Registration Requirement
- UC-1205 Fax Cover Sheet
- UC-1208 Pennsylvania UC Benefits Address Confirmation and Power of Attorney
- UC-1290 Notice of Certification Under the Trade Act of 2002
- UC-1290A Notice of Certification Under the Trade Act of 2009
- UC-1290B Notice of Certification Under the Trade Act of 2011
- UC-1290R Notice of Certification Under Reversion 2014
- UC-1295 Trade Act Claim Confirmation
- UC-1298 Instructions for Filing Biweekly TRA Claims
- UC-1300R ATAA
- UC-1600 Recent UC Legislative Changes—Employers Charge
- UC-1609 How to Apply for UC benefits (State Employers)
- UC-1609(INS) Instructions for Commonwealth Agencies When Completing Form
- UC-1609 How to Apply for Unemployment Compensation (UC) Benefits
- UC-1609P How to Apply for UC benefits (Private Employers)
- UC-1609P(INS) Instructions for Employers When Completing Form UC-1609P How to Apply for Unemployment Compensation (UC) Benefits
- UC-1611 Notice of Monetary Eligibility—Combined Wage Claim
- UC-1804 Benefit Reduction to zero
- UCP-1 PA UC Handbook
- UCP-1(ESP) PA UC Handbook (Spanish)
- UCP-8 State Unemployment Compensation and Supplemental Unemployment Benefit Plans
- UCP-11A Trade Act of 2002 & Reversion 2014
- UCP-11A(ESP) Trade Act of 2002 (Spanish)
- UCP-11B Trade and Globalization Adjustment Assistance Act of 2009
- UCP-11B(ESP) Trade and Globalization Adjustment Assistance Act of 2009
- UCP-11C Trade Adjustment Assistance Extension Act of 2011
- UCP-11C (ESP) Trade Adjustment Assistance Extension Act of 2011
- UCP-16 UC for Reimbursable Employers
- UCP-18 UC Appeals Information
- UCP-18(ESP) UC Appeals Information (Spanish)
- UCP-22 RFC for Contributory Employers
- UCP-24 Support Withholding from UC
- UCP-25 Employee Unemployment Compensation Withholdings
- UCP-32 Employee or Independent Contractor?

- UCP-36 Employers' Reference Guide to Unemployment Compensation
- UCP-39 UC Services for Employers
- UCP-41 UC Eligibility Issues\*UCP-41 (ESP) UC Eligibility Issues (Spanish)
- UCP-42 (ES-2762) UC Employer Rights
- 2013 PA Unemployment Compensation Amnesty Program/Final Report, April 2014: Make It Right

#### **I. Office of Unemployment Compensation Benefits—Discontinued Nonregulatory Documents**

- UCP-28 Services Provided by Pennsylvania Teleclaims
- UCP-11 Assistance for Workers under Trade Act of 1974.
- UCP-11(ESP) Assistance for Workers under Trade Act of 1974\* UCP-37 Your Unemployment Benefit Guide
- UCP-37 Your Unemployment Benefit Guide (Spanish)
- UC-1300 Federal Health Coverage Tax Credit/ATAA
- UC-1300A Federal Health Coverage Tax Credit/RTAA
- UC-1300B Federal Health Coverage Tax Credit/RTAA

#### **J. Office of Unemployment Compensation Tax Services**

- PA-100 Pennsylvania Enterprise Registration Form and Instructions
- UC-746 Records to Be Kept by Employers
- UC-2010 UCMS File Layouts and Formats for Electronic Reporting of PA Quarterly UC Wage and Tax Data
- UCMS <https://www.uctax.pa.gov>
- UCP-7 The Problem of “Localized” and “Nonlocalized” Employment
- UCP-16 UC for Reimbursable Employers
- UCP-35 Family Employment
- UCP-36 Employer's Reference Guide to UC
- UCP-40 Controlling UC Costs for Contributory Employers
- UC Issues Update Newsletter

#### **K. Unemployment Compensation Board of Review**

- UC-58 List of Issues
- UC-58 TRA List of Issues
- BD-54 Telephone Hearing Regs
- UC-53P Assistance card
- UC-46A Board appeal form
- UC-46B Petition for Appeal and UC-1627 Translation notice is owned by the service center but not listed for OUCB. Website is located at: <http://www.uc.pa.gov/appeals/Pages/default.aspx>

#### **L. Bureau of Labor Law Compliance**

Contact: Terry Peck, Director (717-787-3681)

- Apprenticeship and Training Act
- Apprenticeship and Training Program Overview—forms application
- Child Labor Act—LLC-17, Schedule of Work Hours
- Child Labor Complaint Form—LLC-21
- Application for Minors in Performances—LLC-12
- Abstract of Child Labor Act—LLC-5/LLC-5(ESP)
- Special waiver Request for entertainment in Performances—LLC-76
- Prohibited Occupations under the Child Labor Act
- Equal Pay Law
- Industrial Homework Law—Industrial Homework Application/Application Renewal
- Industrial Homework Certification
- Medical Fee Act
- Minimum Wage Act—Minimum wage complaint form
- Overtime Rules in Pennsylvania
- Wage Payment and Collection Law
- Personnel File Inspection Act
- Prevailing Wage Act
- Wage Rate Submittal Form

- Seasonal Farm Labor Act—Contractor/Agent LLC—6 Applications for Farm Labor
- Underground Utility Line Protection Act
- Prevailing Wage Statistics and Collections
- Labor Standards Statistics and Collections
- Prevailing Wage Rate Determination Search
- Prevailing Wage Determination Request
- Prevailing Wage Act
- Prevailing Wage Regulations
- Current Labor & Industry debarment list [updated]
- Certified Payroll Certificate
- Apprenticeship and Training Regulations
- Prevailing Wage Complaint Form Electronic Online Version (PW) Printer Friendly (PDF Download) Spanish Version (PDF Download)
- Labor & Industry Road Construction Interpretation
- Check form list
- HITS Incident Report Form
- Employment of Minors as Ambulance Attendants
- Definitions for 29 County Building Common Journeyperson Construction Laborers
- Definitions for 29 County Heavy, Highway Construction Laborers [revised]
- Definitions for 7 County Building Construction Operators
- Definitions for 22 County Building Construction Operators
- Definitions for 29 County Heavy Equipment Operators
- Definitions for 29 County Highway Construction Operators
- Definitions for 33 County Building Common Journeyperson Laborers
- Definitions for 33 County Heavy & Highway Laborers [revised]
- Definitions for 33 County Building Operators
- Definitions for 33 County Heavy & Highway Operators
- Definitions for 5 County Building Common Journeyperson Laborers
- Definitions for 5 County Heavy & Highway Laborers [revised]
- Definitions for 5 County Building, Heavy, Highway Operators
- Asbestos Removal—Asbestos Worker/Laborer
- Truck Driver (Building, Heavy, Highway)
- Painters (Building, Heavy, Highway)
- Mandatory Workplace Postings for Minimum Wage and Prevailing Wage.
- Act 102 Prohibition of Excessive Overtime in Health Care Act Frequently Asked Questions
- Act 102 Prohibition of Excessive Overtime in Health Care Act PowerPoint
- Act 102 Prohibition of Excessive Overtime in Health Care Act Complaint Form
- Act 102 Prohibition of Excessive Overtime in Health Care Act General Overview
- Regulations Governing the Employment of Minors in Performances
- Act 72 Construction Workplace Misclassification Act Workplace Poster in English and Spanish
- Act 72 Construction Workplace Misclassification Act Complaint Form in English and Spanish
- Act 72 Construction Workplace Misclassification Act Summary in English and Spanish
- Act 72 Construction Workplace Misclassification Act Copy of Law
- Solar Panel Classification Information
- Personnel File Complaint Form
- Quarterly Report (Act 72, Act 102, Wage Payment, Minimum Wage, Prevailing Wage, One-Call)

- Prohibition of Excessive Overtime in Health Care Act (PowerPoint)
- Bureau of Labor Law Compliance (Prevailing Wage Act PowerPoint)

#### M. Bureau of Mediation

Contact: William D. Gross, Director (717-787-2803)

- Grievance Mediation pamphlet
- Pennsylvania Bureau of Mediation pamphlet
- Steward & Supervisor Training pamphlet
- Timed Mediation pamphlet
- Dispute Notice LIMS-102
- Pennsylvania Public Employee Relations Act (195) Notice to Bureau of Mediation LIMS-103
- Act 88 Amendment to the Public School Code of 1949 Notice to Bureau of Mediation LIMS-104
- Request for Grievance Arbitration Panel LIMS-115
- Request for Grievance Mediation LIMS-15

#### N. Bureau of Occupational and Industrial Safety

Contact: Jennifer Berrier, Director, BOIS (717-783-6304)

- Technical International Building Code 2003 Advisories
  - Advisory on Sections 302.1.1 and 302.2—Incidental use areas and accessory use areas. Issued March 3, 2005
  - Advisory on Sections 310.1 and 310.2—Residential care facilities with 6-16 occupants. Issued April 1, 2005.
  - Advisory on Section 404.8—Travel distance. Issued October 29, 2004.
  - Advisory on Section 707.2—Shaft enclosure required (Exception 7). Issued March 3, 2005.
  - Advisory on Section 1014.1—Exit or exit access doorways required. Issued October 29, 2004.
  - Advisory on Section 1016.5—Corridor Continuity. Issued October 29, 2004.
  - Advisory on Section 1019.1—Enclosures required (Exceptions 8 and 9). Issued March 3, 2005.
  - Advisory on Sections 3409.3 and 3409.6 (and IEBC sections 812.5 and 506.2)—Accessibility requirements applicable to changes of group or occupancy and alterations. Issued March 3, 2005. Revised and re-issued January 8, 2007.
  - Advisory “S” (Storage) versus “U” (Utility and Miscellaneous Use) classification and use. Issued June 30, 2005. Revised January 9, 2008.
  - Technical International Building Code 2006 Advisories
- Contact: Joseph P. Marchioni, Chief, UCC Division (717-346-2729)
- Advisory on Section 310.1 and 310.2—Residential care facilities with 6-16 occupants. Issued April 1, 2005. Revised January 26, 2007.
  - Advisory on Section 404.8—Travel Distance. Issued October 29, 2004. Revised January 26, 2007.
  - Advisory on Section 707.2—Shaft enclosure required (Exception 7)—Issued March 3, 2005. Revised January 26, 2007.
  - Advisory on Section 1007.1—Accessible Means of Egress Required—Issued July 16, 2008.
  - Advisory on Section 1007.6—Areas of Refuge—Issued July 16, 2008.
  - Advisory on Section 1008.1.3.4—Access-controlled Egress Doors—Issued January 30, 2008.
  - Advisory on Section 1015.1—Exit and exit access doorways required. Issued October 29, 2004. Revised January 26, 2007.
  - Advisory on Section 1017.5—Corridor continuity. Issued October 29, 2004. Revised January 26, 2007.
  - Advisory on Section 1020.1—Enclosures required. Issued March 3, 2005. Revised January 26, 2007.
  - Advisory on Section 1020.1—Enclosures required (Exceptions 8 and 9). Issued March 3, 2005. Revised January 26, 2007.

- Advisory on Section 1020.1.5—Discharge identification barrier. Issued January 30, 2008.
- Advisory on Sections 3409.4 and 3409.7 (and IEBC sections 912.8 and 605.2)—Accessibility requirements applicable to changes of group or occupancy and alterations. Issued March 3, 2005. Revised January 26, 2007.
- Advisory “S” (Storage) versus “U” (Utility and Miscellaneous Use) classification and use. Issued June 30, 2005. Revised January 9, 2008.

#### Uniform Construction Code Advisories

Contact: Jennifer Berrier, Director, BOIS (717-783-6304)

- Accessibility-Only Plan Reviews and Inspections.
  - Building Code Official (BCO) Certification. Revised November 14, 2007.
  - Certain Electrical Requirements with an Effective Date of 1/1/08.
  - Ground Snow Loads. Revised June 28, 2007.
  - Health Care Facilities Act
  - Manufactured Housing
  - One- and Two-Family Dwelling Fire Protection of Floors. Issued August 1, 2011.
  - One- and Two-Family Dwelling Sprinkler Installation. Issued August 1, 2011.
  - Recreational Cabin Exclusion
  - Residential Care Facilities. Revised on July 12, 2010.
  - Sprinkler System Shop Drawings
  - “State-Owned Buildings”
  - Temporary Structures. Revised on January 19, 2011.
  - Townhouse Sprinkler Installation. Revised on August 1, 2011.
  - Utility Service Connections
  - Accessibility Directives
- Contact: Michael J. Mellon, Jr., Chief, Elevator Division (717-214-4320)
- Accessibility Requirements in Certain Townhouses
  - Accessibility Requirements When Adding Non-Grade Level Floors
  - Additions and Accessible Exits
  - Measuring Kitchen Base Cabinets for an “Obstructed High Side Reach Range”
  - Public Pools and Accessible
  - Temporary Certificates of Occupancy & Accessibility
  - Vending and Lottery Machine Reach Ranges
  - Advisories on Elevators & Other Lifting Devices
- Contact: Carol Freeman, Pennsafe Division (717-783-2071)

- Building Approval Information
- Common Application Deficiencies
- Controller Change Alterations
- Emergency Permits
- Excessive Car Top Clearance
- Governors in Hoistway
- Hoistway Certifications
- Jack Replacement
- Major Repair—Equipment Number
- New Construction vs. Alterations
- Pit Ladders
- Proof of Contract
- Temporary Construction Elevators
- Variances
- VRCs
- Wheelchair and Stairchair Lifts
- Work/Equipment in Machine Rooms
- Worker & Community Right to Know Publications
- PSF-4 Employee Workplace Notice
- PSF-4S Employee Workplace Notice (Spanish version)
- PSF-8 Compliance Materials for Public Sector Employers Hazardous Substance Survey Form (booklet)
- PSF-22 Environmental Hazardous Survey Form



- PSF-23 Compliance Checklist for Public Sector Employers
- PSF-29 RTK Request for Information/Complaint Form
- PSF-38 Pennsylvania Tier II Emergency & Hazardous Chemical Inventory
- Guidance Manual Pennsafe website: [www.dli.state.pa.us](http://www.dli.state.pa.us) (Keywords: PATTS, HSSF)

### O. INDUSTRIAL BOARD

Contact: Traci Willman, Administrative Officer (717-787-6114)

- Board description.
- Appeal/Variance/Extension of Time Procedures.
- Meeting Dates.
- FAQs
- LIIB 115 Fire and Panic Act form.
- LIIB 117 Uniform Construction Code form
- LIIB 118 Elevators and Other Lifting Devices form
- LIIB 119 Request for Industrial Board Plans form
- LIIB 121 Flammable and Combustible Liquids form
- LIIB 122 Liquefied Petroleum Gas form
- LIIB 303 Boiler form
- LIIB 304 Water Heater Industrial Board Petition form
- LIIB 305 Unfired Pressure Vessel form
- LIIB 306 Bedding & Upholstery Industrial Board Petition

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**Department of  
MILITARY AND VETERANS AFFAIRS (DMVA)**

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### I. POLICY STATEMENTS

- Standard Operating Procedures for the State Armory Board
- Information Paper for the Operation of the Keystone Conference Center
- Housing and Keystone Conference Center Committee Charter
- Privately Owned Weapons on National Guard Facilities
- Public Affairs Airlift Policy
- Military Aircraft Flyovers
- Use of Military Equipment for Civilian Organizations
- Recreational Access to Fort Indiantown Gap
- Resident Abuse Policy and Procedures
- Handbook of Accounting Manual for State Veterans' Homes
- HIPAA Policies and Forms for State Veterans' Homes
- Standard Operating Procedure for Armory Rentals
- Policy for State-Owned Family Housing
- Policy on Maintenance and Use of Veterans' Trust Fund
- Contract Compliance Policy Statement
- Emergency Evacuation Plan
- Equal Opportunity Plan
- EEO Statement
- EEOC/PHRC Complaints
- Sexual Harassment Policy
- Disability-Related Employment Policy
- Discrimination Complaint Process
- Workforce Analysis Summary
- HIV/AIDS Policy Statement
- Incident Investigation and Reporting for Workers Compensation
- IT Policies and Procedures
- PA Worker and Community Right to Know Training Booklet
- Safety Policy
- General Safety Standards
- AIPP Employee Safety Suggestion and Compliance Program

- Smoking and Tobacco Policy—TAG Policy
- Standards of Conduct and Work Rules—TAG Policy
- Workplace Violence and Workplace Bullying Prevention Policy

### II. INTERNAL GUIDELINES

- Adherence to Work Hours/Wear of Military Uniform
- Bomb Threat Plan—DMVA contains classified information
- Curtailment of Activities at FTIG Due to Inclement Weather
- Political Activity
- Retired Guardsmen Involvement
- Notification of VIP Visits for FTIG and DMVA Organizations
- Pennsylvania National Guard Military Regulations and Directives (PMR/PaANGR)
- Manual for Courts-Martial under PCMJ

### III. OTHER/GUIDANCE/INSTRUCTIONAL MANUALS

- Military Family Relief Assistance Program Guidelines Personnel Manual
- Index of Administrative Publications (contains classified information) Pamphlet 310
- Military Publications Index of Blank Forms (contains classified information) Pamphlet 25-32
- Training Guidelines Manual
- Organizational and Functional Statement for the DMVA
- Patient Care Policy Manual, Veterans' Homes
- State Home Construction Grant Program
- Veterans Administration Guidelines for State Veterans' Homes
- Directory of Agencies Providing Information to Veterans
- Pennsylvania Veterans' Memorial
- Telephone Directory for Veterans Organizations

Department Contact: Office of Policy, Planning, and Legislative Affairs, Bldg. 7-36 Fort Indiantown Gap Anville, PA 17003

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**MUNICIPAL POLICE OFFICERS' EDUCATION AND TRAINING COMMISSION (MPOETC)**

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#### Lethal Weapons (Act 235)

Physical Examination—LWTA (SP8-200A)  
 Psychological Examination—LWTA (SP8-200B)  
 Police Officer Exemption Application—LWTA (SP8-200C)  
 Renewal of Agent Certification—LWTA (SP 8-205)

#### MPOETC (Act 120)

Application for Police Officer Certification Examination (SP8-300)  
 Physical Examination (SP8-300C)  
 Psychological Examination (SP8-300D)  
 Application for Consideration of Reinstatement of Certification  
 Instructor Application (SP8-301)

#### RLEIA (Act 79)

Certified Law Enforcement Firearms Instructor Application  
 Retired Officer Concealed Carry Acknowledgement Form

#### School Authorities Form

MPOETC Policy 2012-05, Consideration for Reinstatement of Certification  
 Application for Consideration of Reinstatement of Certification

All of the nonregulatory, compliance-related documents listed above are available from the Pennsylvania State Police by contacting the Department at the following address or phone number:

Pennsylvania State Police  
Bureau of Research & Development  
1800 Elmerton Avenue  
Harrisburg, PA 17110  
(717) 783-5536

Documents are also available from the State Library, Government Publication Section at 219 Forum Building, Harrisburg, PA 17120 and may be obtained through inter-library loan.

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**Pennsylvania**  
**COMMISSION ON CRIME AND DELINQUENCY**  
**(PCCD)**

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### **I. Office of Criminal Justice System Improvements**

- U.S. Department of Justice, Bureau of Justice Assistance, “Byrne Formula Grant Program Guidance”
- U.S. Department of Justice, Bureau of Justice Assistance, Fact Sheets
- Minimum Operating Standards for Criminal Justice Advisory Boards (CJABs)
- 2013/14 Byrne Justice Assistance Grant—Local
- 2015/16 Byrne Justice Assistance Grant—Local
- 2012/13 Paul Coverdell Forensic Science Grants
- 2013/2014 Paul Coverdell Forensic Science Grants
- 2015/2016 Paul Coverdell Forensic Science Grants
- 2013 Chiefs’ Council Training/Technical Assistance
- Better Automation and Sharing by Law Enforcement
- CJAB Technical Assistance (2014)
- CJAB Technical Assistance (2015)
- County Intermediate Punishment Programs 2014-2015
- County Intermediate Punishment Programs 2015-2016
- County Intermediate Punishment Programs 2016-2018
- County Offender Re-entry Planning Grants
- Criminal Justice Advisory Board Initiatives 2011
- PCPA Law Enforcement Accreditation Program (2016)
- PCPA Offender Identification Support (2016)
- Problem Solving Court Initiative (2016)
- Megan’s Law Registration Support (2015)
- Mental Health and Justice Housing Initiative (2015)
- Mental Health and Justice Pretrial Initiative (2016)
- Peer Support within the Criminal Justice System (2016)
- PSN-Western Dist/Anti-Gang 2011/12
- Regional Policing 2012
- Regional Policing 2015
- RSAT 2013
- RSAT 2014
- RSAT 2015
- RSAT 2016
- Sentencing Technical Assistance and Training
- County Revocation and Resentencing Data Collection (2015)
- State Intermediate Punishment to HOPE
- FY 2014 PREA Compliance
- Vivitrol Pilot (DOC)
- John R. Justice (2014 & 2015)
- Statewide Defender Training (2014/2015)
- Substance Abuse Education (SAEDRF) Category 1
- Substance Abuse Education (SAEDRF) Category 2 & 3
- Training Initiatives-PDAI (2014/15)
- PA Chiefs of Police Association (PCPA) Training Support
- PCPA Naloxone Project

### **II. Constables Education and Training Board**

- Constables’ Training Bulletins and Annual Reports, August 1994 to present.
- Constables’ Education and Training Board (CETB) instructor information produced solely for contractor schools.—Updated (NOV 07) and adopted by the CETB as an official policy.
- CETB/PCCD policy on Act 233 payments
- PA Constables’ Classroom Code of Conduct—updated Feb 2014
- Constable Record Form
- Criteria for instructors as listed on constables’ certification application. Form updated October 2009.
- Constable Background Check Form
- Act 49 Constable Training Grievance Form
- Basic, Continuing Education, Firearms, Optional and Transfer Enrollment Forms
- Request for Basic and Continuing Education Waiver Forms

### **III. Sheriff and Deputy Sheriff Education and Training Board**

- Deputy Sheriffs’ Training Bulletins and Annual Reports, April 1990 to present.
- Deputy Sheriffs’ Education & Training Board (DSETB) Policy, updated May 2015
- Code of Conduct for deputy sheriffs training, distributed by training contractor to trainees in each basic training and waiver class.
- Sheriff’s office now submit new hires thru the Sheriff & Deputy Sheriff Information System (SDSIS) (formerly identified here as “Employment Forms”)
- Basic Training Physical Form
- DSETB Instructor Application
- Sheriff’s office now submit waiver requests thru the Sheriff & Deputy Sheriff Information System (SDSIS) (formerly identified here as “DSETB Time & Training Waiver Applications”)
- DSETB Physical Training Standards

### **IV. Office of Financial Management and Administration**

- PCCD Applicant’s Manual and related documents on PCCD website,
- U.S. Department of Justice, Office of Justice Programs, Office of the Comptroller, Financial Guide.
- Commonwealth of Pennsylvania, Governor’s Office, Management Directive 305.20, Grant Administration.
- Funding guidelines disseminated as needed by various offices.
- PCCD Policy for Addressing Complaints Regarding Inherently Religious Activities.
- Memo from the Federal Office of Management and Budget regarding ACORN.
- Revised Standard Subgrant Conditions.
- Federal Funding Accountability and Transparency Act guidance.
- Time and Effort Reporting Standards.
- Fiscal Accountability Guidelines
- PCCD Civil Rights Compliance Procedures.
- PCCD Discrimination Complaint Form.
- Grants Management Training PowerPoint
- Grants Information Frequently Asked Questions
- Time and Effort Reports Frequently Asked Questions
- PCCD Egrants User Registration Manual
- PCCD Egrants Agency Registration Request Form
- PCCD Competitive Grant Process Overview
- Clearance and Endorsement of Certain Grant Applications

- PCCD Concept Paper and Grant Application Technology Conditions
- PCCD Privacy Certificate and Confidentiality Requirements
- Grantee Audit Responsibilities
- Reporting Potential Fraud, Waste and Abuse
- EEOP Certification Requirements for Federal Grants

#### **V. Office of Juvenile Justice and Delinquency Prevention**

Funding announcements that provide guidelines and requirements for applicants:

- Juvenile Defender Association of PA for Statewide Defender Training Project (Federal JAG Funds), May 2016
- Commonwealth Prevention Alliance for conference support (State VPP Funds), May 2016
- CCAP Data Collection Database for PACTT (State DHS Funds), August 2016
- OJJDP Substance Abuse Education and Demand Reduction Category 1 Research-Based Approaches (State SAEDR Funds), August 2016
- Balanced & Restorative Justice System Enhancement Training Project (Federal JJDP Funds), August/September 2016
- PA District Attorneys Institute for Statewide Prosecutor Training Project (Federal JAG Funds), This funding announcement is no longer released by OJJDP, OCJSI is the PCCD Office responsible for the funding announcement, with input on the content and partial funding contributed by OJJDP. It was last released in November 2015
- PA Academic and Career/Technical Training (State DHS Funds) March 2016
- Pennsylvania's Communities That Care (CTC) Statewide Initiative (Juvenile Justice and Delinquency Prevention Funds) March 2015 Last funding announcement release was June 2015
- 2016 Violence Prevention Programs—New Programs (State VPP Funds) March 2016
- 2016 VPP Standard Programs (State VPP Funds) March 2016; should note that the announcements for New and Standard VPP Programs were merged and released as a single announcement in March 2016.
- 2015 Disproportionate Minority Contact Community Initiatives (Federal JJDP) June 2015; nothing current to release but does not qualify as “out of circulation” or “no longer in effect.”
- 2017 Chiefs Council Training/Technical Assistance (Federal JJDP funds) August/September 2016
- 2017 Secure Compliance Monitoring Project (Federal JJDP Funds) August 2016
- 2017 Defender Association of Philadelphia for the DMC Youth/Law Enforcement Corporation (Federal JJDP Funds) September 2016
- 2017 SPEP Project (Tentative) at Vanderbilt University (Federal JJDP Funds) August/September 2016

#### **VI. Office of Victims' Services**

##### **A. Victims Compensation**

- Victims Compensation Claim Form. (Standard) (Updated 6/10)
- Victims Compensation Claim Form. (One Page) (Updated 4/13)
- Spanish Signature Page (11/06)
- Financial Assistance for Victims of Crime pamphlet (English 6/10, Spanish 02/11 and Braille)
- Compensation Resource Guide for Victim Service and Allied Professionals brochure (English and Spanish). (Updated 3/12)

- Victim Advocate Manual—rewritten 2010 and merged with Standard Operating Guidelines
- Victims Compensation Assistance Program Standard Operating Guidelines. (Continual Updates)
- DAVE Brochure for online access of compensation claims, updated 04/08
- Restitution/Compensation Brochure (new 5/08)
- Stolen Benefit Cash Claim form (updated 4/09)
- Vehicular Claim Addendum Form (updated 3/07)
- Large Print VCAP Short form (updated 4/06)
- VCAP Victim Response Surveys (Updated 10/11)
- Emergency Compensation Award Application (updated 8/10)
- Protocols and Billing Procedures for Forensic Rape Examinations (updated 10/15)
- Handout Pads (English and Spanish) and Braille (updated 12/07)
- Public Awareness Posters (5/08)
- Law Enforcement Fact Sheet (4/08)
- Relocation Expenses (1/16)
- Law Enforcement Victims Right Guide (11/13)
  - ENGLISH Guide, Black and White (11/13)
  - ENGLISH Extra Sheet, Black and White (11/13)
  - ENGLISH Guide, Color (11/13)
  - ENGLISH Extra Sheet, Color (11/13)
  - SPANISH Guide, Black and White (11/13)
  - SPANISH Extra Sheet, Black and White (11/13)
  - SPANISH Guide, Color (11/13)
  - SPANISH Extra Sheet, Color (11/13)
- SAVIN Poster (English/Spanish)
- SAVIN Brochure (English) (10/10)
- SAVIN Brochure (Spanish) (10/10)
- SAVIN Brochure (Bosnian) (10/10)
- SAVIN Brochure (Mandarian) (10/10)
- SAVIN Brochure (Vietnamese) (10/10)
- SAVIN Brochure (Russian) (10/10)
- SAVIN Tear-Off Pad (English/Spanish)

##### **B. Victims Services**

- VOCA Funding Committee Requirements, revised May 2014
- Consolidated Victim Service Program Standards, Revised 2014
- STOP Violence Against Women Competitive Funding Announcement 2016-2018
- Rights and Services Act (RASA) Funding Announcement 2015—2016
- VOCA Funding Announcement, 2016-2019
- Victims of Juvenile Offender Funding Announcement 2015
- VOCA Funding Guideline Amendment: Mass Violence, 2000
- PDAI Training and Technical Assistance Funding Announcement 2015
- STOP PCAR/PCADV Training and Technical Assistance Initiative Funding Announcement 2015
- PA Chiefs of Police Association VCAP Funding Announcement 2014
- Substance Abuse Demand Reduction and Education Funding Announcement 2015
- Statewide Crisis Response Initiative Funding Announcement 2016-2018
- Sexual Assault Services Funding Announcement, 2016
- PA Chiefs of Police Association STOP Virtual Training Funding Announcement, 2016
- STOP Judicial Funding Announcement, 2016
- STOP Prison Rape Elimination Act Funding Announcement, 2015
- PDAI-PA SAVIN Maintenance Funding Announcement, 2015

- VOCA Statewide Funding Announcement, 2016-2019
- Pennsylvania's STOP Implementation Plan, 2014
- Office of Victim Services Monitoring Guidelines, 2013
- VOCA Virtual Training Modules Funding Announcement
- Statewide Capacity Building and Training Funding Announcement
- STOP Virtual Training Modules 2016

## VII. Office of Research Evaluation and Strategic Planning

- 2014 Accredited/Associate Child Advocacy Center
- Child Advocacy Center and MDIT Development—2014
- Child Advocacy Center Statewide Plan Development: Technical Assistance to the Commonwealth of Pennsylvania
- Endowment Act—Child Advocacy Centers
- Endowment Act—Direct Victim services Org.
- Endowment Act—Programs Assisting Victims
- Endowment Act—Treatment Training
- Endowment Act Planning Session Results
- Justice Reinvestment Initiative: Maximizing State Reforms—U.S. Department of Justice/Bureau of Justice Assistance
- Model Set of Standards for Pennsylvania's Multidisciplinary Investigative Teams
- National Children's Alliance Accreditation Guidelines for Children's Advocacy Centers
- National Children's Alliance Standards for Accredited Members
- PCCD Agency Overview
- Pennsylvania Consolidated Victim Service Program Standards
- Pennsylvania Criminal Justice Population Projections FY2015/16 to FY2019/20
- Pennsylvania Coalition Against Rape Standards
- Population Projections Software Status—Check
- 2015 Accredited/Associate Child Advocacy Center
- 2015 Child Advocacy Center and MDIT Development—2015
- Endowment Act Interactive Map

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### Pennsylvania HOUSING FINANCING AGENCY (PHFA)

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#### I. POLICY STATEMENTS

- Rental Housing Program  
12 Pa. Code, Sections 31.11—31.25  
Contact: Holly Glauser (717.780.3876)
- Owner-Occupied Residential Housing Program  
12 Pa. Code, Sections 31.101—31.105  
Contact: Kate Newton (717.780.3891)
- Mortgage Loan Program  
12 Pa. Code, Sections 31.111—31.117  
Contact: Kate Newton (717.780.3891)
- Policy Statement on Homeowners' Emergency Mortgage Assistance Program (including Program Guidelines, Act 91 Notice (as updated 2016))  
12 Pa. Code, Section 31.201 et seq.  
Contact: Lori Toia (717.780.3945)
- HEMAP Consumer Credit Counseling Agencies on PHFA website at [www.phfa.org](http://www.phfa.org)  
Contact: Lori Toia (717.780.3945)
- Privacy Policy  
Contact: Tom Brzana (717.780.3996)

## II. GUIDANCE MANUALS

### A. Development Division

- PHFA Multifamily Housing Application and Guidelines (contains PennHOMES, Taxable and Tax-Exempt Financing and Low Income Housing Tax Credit Guidelines)
  - PHFA Preprocessing Manual for Projects with Agency Federal HOME Funds
  - PHFA Preprocessing Manual for Projects with Agency Reserve Funds
- Contact: Lisa Lutz (717.780.3876)

### B. Technical Services Division

- Architectural Submission Guide
  - PHFA Preconstruction Meeting Guide
  - General Payout Procedures for Mortgageors & Contractors
- Contact: Kristy Provost (717.780.1846)

### C. Housing Management Division

- PHFA Property Operations Manual
  - PHFA Section 8 Non-Performance Based Property Operations Manual
  - PHFA Low-Income Housing Tax Credit Compliance Manual
- Contact: Barbara Huntsinger (717.780.3818)
- PHFA Financial Reporting Manual for Agency Financed Properties and Tax Credit Only Properties (No Agency Financing)
- Contact: Kathy Hughes (717.780.3819)

### D. Housing Services Department

- Senior Supportive Services Program Manual with PennHOMES/Low Income Tax Credit Requirements
  - Supportive Services Program Manual with Section 8 Requirements
  - Family Supportive Services Program Manual with PennHOMES/Low Income Tax Credit Requirements
  - Family Supportive Services Program Manual with Philadelphia Family Resource Center Initiative Requirements
  - Family Supportive Services Program Manual with Philadelphia Escrow/Waiver Requirements
  - Quick Connections (supportive services newsletter)
- Contact: Melissa Reifsnnyder (717.780.4353)

### E. Single Family Housing Division

- PHFA Seller's Guide
- Contact: Kate Newton (717.780.3891)
- Renovate & Repair Program Guidelines
- Contact: Roberta Schwalm (717.780.3838)
- Pennvest Homeowner Septic Loan Program Guidelines
- Contact: Roberta Schwalm (717.780.3838)

## III. INTERNAL GUIDELINES

- PHFA Board Agenda, Minutes and Resolutions
  - Bylaws of the Pennsylvania Housing Finance Agency
  - PHFA Right to Know Act Policy
  - PHFA Investment Policy
  - PHFA Interest Rate Swap Guidelines
- Contact: Carrie Barnes (717.780.3911)
- PHFA Employee Manual
- Contact: Susan Delgado (717.780.3882)
- PHFA Fraud Detection, Prevention, Escalation and Resolution Policy
  - PHFA Quality Assurance Plan for Residential Mortgage Loan Programs
  - PHFA Secondary Market Interest Rate Risk Management and Hedging Policy
- Contact: Kate Newton (717-780-3891)

**V. OTHER**

- Anti-Predatory Lending
- Anti-Predatory Lending and Foreclosure Prevention Presentation—CD-Rom
- Anti-Predatory Lending and Foreclosure Prevention—Trainer's Guide

Contact: Terri Redmond (717.780.3835)

- PHFA Annual Report
- Pennsylvania Housing Studies (available only on website at [www.phfa.org](http://www.phfa.org))
- Employer Assisted Housing (EAH) Initiative
- PHFA Homebuyer Workbook
- Do-Able Renewable Home (Accessibility Workbook)

Contact: Chris Anderson (717.780.3815)

- Financial Reporting Information
- Contract either Joseph Knopic (717.780.3826) or Heather Shull (717.780.3886)

**A. PHFA Brochures**

- Programs for Homebuyers
  - Housing Counseling and Education
  - Don't Get Hooked by Predatory Lending
  - Foreclosure Prevention
  - PAHousingSearch.com
  - Mortgage Tax Credits
  - PENNVEST Homeowner Septic Program
  - Why Should I Choose a PHFA Mortgage
  - Renovate & Repair Loan Program (R&R) (available only in the website at [www.phfa.org](http://www.phfa.org))
  - Multifamily Development and Rental Housing
  - Help with Housing (general PHFA brochure)
  - Employer Assisted Housing (EAH) Initiative
- Contact: Chris Anderson (717.780.3815)

**B. PHFA Program Notices**

- PHARE Plan & RFP
- Contact: Melissa Raffensperger (717.780.3947)
- National Housing Trust Fund Program
- Contact: Holly Glauser (717.780.3994)
- Manufactured Home Community Rights Act Notice
- Contact: Legal Department (717.780.3846)
- HEMAP-Revised Act 91/6 Program Notice (and alternative language notices)
- Contact: Lori Toia (717.780.3945)

**C. Programs for Home Buyers**

- HFA Preferred™ and HFA Preferred Risk Sharing™
  - Keystone Home Loan
  - Keystone Government Loan
  - Keystone Advantage Assistance Loan
  - HOMEstead Assistance Loan
  - Access Modification and Access Assistance Loans
  - Mortgage Credit Certificate
- Contact: Kate Newton (717.780.3891)

**D. Programs for Home Owners**

- Mortgage Refinancing
- Contact: Kate Newton (717.780.3891)
- Renovate and Repair Program
  - PENNVEST Homeowner Septic Program
  - Homeowners Energy Efficiency Loan Program
- Contact: Roberta Schwalm (717.780.3838)
- Homeowner's Emergency Mortgage Assistance Program (HEMAP)
- Contact: Lori Toia (717.780.3945)

Additional information on these programs and other resources is available on PHFA's website ([www.phfa.org](http://www.phfa.org)) from time to time (including funding notices, Requests for Proposals, and news and public notices)

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**Pennsylvania  
MUNICIPAL RETIREMENT SYSTEM (PMRS)**

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**I. POLICY STATEMENTS**

- Actuarial Tables
  - Allocation of Excess Interest to Municipal Account, Member's Accounts, and Retired
  - Business and Educational Travel Policy
  - Calculation of Withdrawing Plan's Portion of Retired Member's Reserve
  - Contractor Insurance
  - Contract & Purchasing Procedures
  - Date of Birth Proof
  - Designating Signatories
  - Disability Reserve Funding
  - DROP—Deferred Retirement Option Program
  - Excess Interest Process
  - Indemnification Policy
  - Investment Guidelines
  - Member Contribution Receipts
  - Overpayment Policy
  - Permanent Employee
  - Plan Withdrawal Procedures
  - Portability: Individual Member
  - Portability: Plan Spin-offs
  - Proxy Voting Guidelines
  - Refund-Plan Withdrawal
  - Return to Work Policy Statement
  - Right To Know Policy
- Contact: Steve Vaughn (717) 787-2065

**II. GUIDANCE MANUALS**

- PMRS Notes & News
  - PMRS Pamphlets:
    - Plan Benefit Summary (individualized for each municipality)
    - Evaluating Your Pension Plan
    - Pennsylvania Municipal Retirement System
  - Individual Municipality Plan Benefit Agreements
  - PMRS Website: [www.pmr.state.pa.us](http://www.pmr.state.pa.us)
- Contact: Steve Vaughn (717) 787-2065

**III. DECISIONS**

- PMRS Board of Trustees Adjudications Topics:
    - Death Benefit
    - Disability
    - Membership Eligibility
    - Miscellaneous
    - Payment of Interest
    - Pension Benefit
    - Pension Forfeiture
    - Purchase of Service
    - Retirement-Covered Compensation
- Contact: Steve Vaughn (717) 787-2065

**IV. INTERNAL GUIDELINES**

- Actuarial Reports (Annual Evaluation and 5 year Experience Study Report)
  - Actuarial Tables
  - Comprehensive Annual Financial Report
  - Investment Consultant Quarterly Reports
  - PMRS Board Minutes and Resolutions
  - Sample Domestic Relations Order and Instruction Memo
  - Template Pension Plan Contract for Police, Municipal and Firefighter
- Contact: Steve Vaughn (717) 787-2065

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**Pennsylvania  
STATE POLICE (PSP)**

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**GUIDANCE MANUALS, BROCHURES, FORMS AND OTHER MATERIALS**

**A. Bureau of Criminal Investigation**

- Terrorism Tip Line Card
- Storage Facility Terrorism Indicator Card

**B. Bureau of Human Resources & Bureau of Liquor Control Enforcement**

- Liquor Enforcement Officer Trainee Brochure (SP5-348)

**C. Bureau of Liquor Control Enforcement**

- Bureau of Liquor Control Enforcement Brochure (SP2-304)

**D. Bureau of Patrol**

- Emergency Vehicle Designation (SP6-115)
- Child Safety Seat Identification Decal (SP6-153)

**E. Bureau of Professional Responsibility**

- Complaint Verification Form (SP1-108)

**F. Bureau of Records and Identification**

- Information for Pennsylvania Firearms Purchasers and Basic Firearm Safety (SP4-135)
- Application/Record of Sale (SP4-113)
- Request for Criminal Record Check (SP4-164)
- Right-to-Know Law Request (SP3-226)
- Notice of Crash Investigation and Application to Obtain Copy of Police Crash Report (SP 7-0015)
- Pennsylvania Instant Check System Challenge (SP4-197)

**G. Bureau of Research and Development**

- Pennsylvania Annual Police Pursuit Report (1998-2014) <http://www.paucrs.pa.gov/ucr/reporting/pursuit/annual/annualpursuitui.asp>
- Crime in Pennsylvania: Uniform Crime Executive Summary (1999-2014) <http://www.paucrs.pa.gov/UCR/Reporting/Annual/AnnualSumArrestUI.asp>

**H. Bureau of Training and Education**

- Youngster Protect Yourself from Attacks and Accidents (SP5-330)
- Home Burglary Prevention Guide (SP5-331)
- Scams & Crimes of Fraud (SP5-332)
- Understanding Crime Prevention (SP5-334)
- Accessing Your Pennsylvania State Police (SP5-335)
- Protect Your Child (SP5-336)
- Preventing Child Abduction and Child Runaway (SP5-337)
- Drugs Aren't Part of Anyone's Future (SP5-342)
- Child Identification Kit (SP5-350)
- Pennsylvania State Police—Wanted You (SP 5-359)

**I. Equal Employment Opportunity Office**

- Pennsylvania State Police 2016 Equal Employment Opportunity
- Sexual Harassment, Sexual Misconduct Policy and Complaint Procedures Pamphlet (SP5-355)
- Sexual Harassment, Sexual Misconduct Policy and Complaint Procedures Pamphlet-Spanish version (SP 5-355S)

All of the nonregulatory, compliance-related documents listed above are available from the Pennsylvania State Police by contacting the Department at the following address or phone number:

Pennsylvania State Police  
Bureau of Research & Development  
1800 Elmerton Avenue  
Harrisburg, PA 17110  
(717) 783-5536

Documents are also available from the State Library, Government Publication Section at 219 Forum Building, Harrisburg, PA 17120 and may be obtained through inter-library loan.

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**PUBLIC SCHOOL EMPLOYEES' RETIREMENT  
SYSTEM (PSERS)**

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**I. GUIDANCE MANUALS**

- PSERS Active Member Handbook (Current Ed. 09/2012)
  - PSERS Retired Member Handbook (Current Ed. 3/2014)
  - PSERS Pamphlets:
    - Let's Talk About: Taxes on Your Retirement Benefits (09/2013)
    - Let's Talk About: Disability Retirement Benefits (04/2012)
    - Let's Talk About: PSERS Death Benefits (2/2016)
  - Information for New School Employees (01/2015)
  - PSERS Return to Service Guidelines and Clarifications (01/2013)
  - PSERS Divorce Guidelines (09/2012)
  - PSERS Active Member Newsletter (Vol. 1,2,3)
  - PSERS Retired Member Newsletter (Vol. 1,2,3)
  - The Employer Bulletin (Bimonthly)
  - PSERS Employer Reference Manual
  - Online Estimate Calculator Retirement Planning at your Fingertips (05/2016)
- Contact: Evelyn Williams (717) 720-4734

**II. DECISIONS**

- PSERS Board of Trustees Adjudications Topics:
    - Beneficiary Change
    - Change Employment Status
    - Change of Option
    - Change Retirement Date
    - Class TD and TF Election
    - Cost of Living Increase
    - Credited Years of Service
    - Death Benefit
    - Disability
    - Divorce
    - Effective Date of Retirement
    - Emergency Return To Service
    - Final Average Salary
    - Frozen Present Value
    - Forced Maternity Leave
    - Full-Year Service
    - Health Care Premium Assistance
    - Mandatory Membership
    - Membership Eligibility
    - Military Service (purchase of)
    - Multiple Service Credit
    - Non Qualifying Part-Time Service
    - Overpayment
    - Payment of Interest
    - Pension Forfeiture
    - Purchase of Service
    - Recalculation of Benefit
    - Reinstatement
    - Retirement-Covered Compensation
    - Return To Public School Service
    - Service Adjustment
    - Tax Collector
    - Miscellaneous
- Contact: Evelyn Williams (717) 720-4734

### III. INTERNAL POLICY STATEMENTS and GUIDELINES

- PSERS Board Automation Policy
- PSERS Bylaws
- PSERS Election Procedures and Guidelines
- PSERS Board Ethics Policy
- PSERS Public Market Emerging Investment Manager Program Policy
- PSERS External Board Appointment and Attendance Policy
- PSERS Domestic Proxy Voting Guidelines
- PSERS International Proxy Voting Guidelines
- PSERS Investment Policy Statement, Objectives & Guidelines
- PSERS Public Information Policy
- PSERS Securities Litigation Policy
- PSERS Education Policy

Contact: Evelyn Williams (717) 720-4734

### IV. OTHER

- PSERS Website: [www.psers.state.pa.us](http://www.psers.state.pa.us)
- PSERS Comprehensive Annual Financial Report (Includes Mission Statement)
- PSERS Board Minutes and Resolutions
- PSERS Asset Allocation Plan
- Annual Actuarial Valuation Report
- Actuarial Experience Study Report (5 year intervals)
- Quarterly Financial Statements
- PSERS Budget Hearing materials
- PSERS Budget Report Highlights
- PSERS SEC Form 13F filing
- PSERS Asset Listing (Fiscal Year End)
- Actuarial Tables and Computational Procedures, *Pa. Bulletin*, Vol. 43, No. 18, pp. 2415—2548, May 4, 2013
- Pennsylvania School Retiree Health Care Coverage Website: [www.hopbenefits.com](http://www.hopbenefits.com)
- Health Options Program
- Premium Assistance Program

Contact: Evelyn Williams (717) 720-4734

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### Department of REVENUE (DOR)

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**PLEASE ORDER FROM SPECIFIED BUREAU.  
THERE IS NO CHARGE UNLESS NOTED.**

#### I. BUREAU OF ADMINISTRATIVE SERVICES, TAX FORMS SERVICE UNIT

1854 Brookwood Street, Harrisburg, PA 17104-2244  
TELEPHONE: 1-800-362-2050 (Toll-free number), or FAX requests to (717) 346-1958

- DAS-28 Vehicle Rental Tax Annual Reconciliation
- DEX-93 Personal Income Tax Fax Cover Sheet (available via internet only)
- PA-100 PA Enterprise Registration Forms and Instructions Booklet
- PA-40 IN Personal Income Tax Instruction Book—Resident/Nonresident/Part-Year Resident (order by year needed)
- PA-40 Personal Income Tax Return
  - PA-40 Schedule A Interest Income
  - PA-40 Schedule B Dividend Income
  - PA-40 Schedule C Profit or Loss from Business or Profession (Sole Proprietorship)
  - PA-40 Schedule D Sale, Exchange or Disposition of Property
  - PA-40 Schedule E Rents and Royalty Income (Loss)
  - PA-40 Schedule J Income from Estates or Trusts
  - PA-40 Schedule T Gambling and Lottery Winnings
  - PA-40 Schedule O Other Deductions

PA-40 Schedule SP Special Tax Forgiveness  
PA-40 Schedule UE Allowable Employee Business Expenses  
PA-40 Schedule W-2S Wage Statement Summary  
PA-40 W-2RW PA W-2 Reconciliation Worksheet (available via internet only)

- PA-40 Schedule F Farm Income and Expenses
- PA-40 Schedule G-L Calculation of Credit for Taxes Paid to Other States or Countries (Long Form)
- PA-40 Schedule NRH Instructions for Apportioning Income by Nonresident Individuals
- PA-40 Schedule OC Other Credits
- PA-40 Schedule W Employment Incentive Payments Credit
- Schedule PA-40X Amended
- Schedule 19 Sale of a Principal Residence
- PA-40NR Personal Income Tax Instruction Book/Nonresidents (1995 & prior-order by year needed)
- PA-40T Personal Income Tax TeleFile Book (1998-2000-order by year needed-includes EZ single)
- PA-40 PA-V—Payment Voucher (available via internet only)
- PA-41 PA Fiduciary Income Tax Return
- PA-41 Instructions (detailed instructions available via internet only after 2003)
- PA-41 Schedule OI Other Information
- PA-41 Schedule A Interest Income and Gambling and Lottery Winnings
- PA-41 Schedule B Dividend and Capital Gains Distributions Income
- PA-41 Schedule D Sale, Exchange or Disposition of Property
- PA-41 Schedule DD Distribution Deductions
- PA-41 Schedule J Income from Estates or Trusts
- PA-41 Schedule N PA Source Income and Nonresident Tax Withheld
- PA-41 Schedule RK-1 Resident Schedule of Shareholder/Partner/Beneficiary Pass Through Income, Loss and Credits
- PA-41 Schedule NRK-1 Nonresident Schedule of Shareholder/Partner/Beneficiary Pass Through Income, Loss and Credits
- PA-41 PA-V Payment Voucher (available via internet only)
- Schedule PA-41X Amended
- PA-20S/PA-65 Partnership/PA S Corporation Information Return—(Available only through internet after 2008)
- PA-5R Vehicle Rental Tax Return
- PA-65I Partnership/S Corp Information Book (order by year needed) (Available only through internet after 2008)
- PA971 Innocent Spouse Relief
- PA-1000 Property Tax/Rent Rebate Instruction Book (order by year needed)
- PA8379 Injured Spouse Claim & Allocation
- PA8857 Request for Innocent Spouse Relief
- PA-8453 Pennsylvania Individual Income Tax Declaration for Electronic Filing
- PA-8879 Pennsylvania *e-file* Signature Authorization
- PA12507 Innocent Spouse Statement
- PA12508 Non-requesting Spouse Information
- PA12510 Innocent Spouse Information Request
- PA20S-I S Corporation Tax Instruction Book (order by year needed-prior to 1997-was part of REV1200 book-beginning year 2002 will be part of PA65I book) (Available only through internet after 2008)
- PA-4R Public Transportation Assistance Fund Taxes/Fees Replacement Coupon/Inst.

- PA-40ESR(I) Declaration of Estimated or Estimated Withholding Income
- PA-40ESR(F/C) Declaration of Estimated or Estimated Withholding Income Tax for Fiduciary & Partnerships
- PA-1 Use Tax Return
- RCT-101D Declaration of de minimis PA Activity
- REV-23 Board of Appeals Practices and Procedures Brochure
- REV-39 Sales and Use Tax Appeal Schedule
- REV-65 Board of Appeals Petition Form
- REV-181 Application for Tax Clearance
- REV-183 Realty Transfer Tax Statement of Value
- REV-221 Sales & Use Tax Rate Chart
- REV-238 Out of Existence/Withdrawal Affidavit/Corp Tax
- REV-251 Tax Bulletin 53B and 53F Instructions Foreign Corp Clearance Cert./Withdrawal
- REV-252 Tax Bulletin 53C and 53E Security Clearance Cert./Domestic Out of Existence
- REV-253 Tax Bulletin 53D Instructions for Filing Corp Tax Reports
- REV-260 Petition for Refund Bd. of Finance and Revenue
- REV-276 Application for Extension of Time to File (PIT)
- REV-330 Electronic Funds Transfer (EFT) Program
- REV-331A Authorization for Electronic Funds Transfer Agreement
- REV-346 Estate Information Sheet
- REV-413I Instructions for Estimated Tax/PIT (Individuals)
- REV-413F Instructions for Estimated Tax/PIT (Fiduciaries)
- REV-413P/S Instructions for Estimated Tax/PIT (Partnership/Shareholders) (Available only through internet after 2008)
- REV-414I Worksheet for Estimated Tax/PIT (Individuals)
- REV-414F Worksheet for Estimated Tax/PIT (Fiduciaries)
- REV-414P/S Worksheet for Estimated Tax/PIT (Partnership/Shareholders) (Available only through internet after 2008)
- REV-419 Employee's Nonwithholding Application Certificate
- REV-443 IFTA Compliance Manual (available via internet only)
- REV-459 Individuals, Estates, Trusts, Partnerships, Limited Liability Companies, Associations, S Corporations—Address and SSN or EIN Change or Correction Form
- REV-459B Consent to Transfer, Adjust or Correct PA Estimated Personal Income Tax Account
- REV-467 Authorization for Release of Tax Records
- REV-489 Article XI Safe Deposit Box
- REV-527 Taxpayer Rights Advocate
- REV-554 Disclosure Statement/Taxpayer Rights Advocate
- REV-556 Taxpayer Request for Assistance
- REV-573 Property Tax/Rent Rebate Brochure
- REV-588 Starting a Business in PA (A Beginner's Guide)
- REV-670 Instructions for Completing Liquid Fuels & Fuel Tax Bond
- REV-717 Retailers' Information Guide
- REV-791 Consumer Cigarette Use/Excise Tax Return for Cigarettes purchased after January 7, 2004 through October 31, 2009
- REV-793 Consumer Cigarette Use/Excise Tax Return for Cigarettes and/or Little Cigars purchased on or after November 1, 2009
- REV-819 Sales Tax Due Date Reminder Card
- REV-853R Corp Tax Annual Payment/Extension Replacement Coupon
- REV-854R Corp Tax Filing Period/EIN/Address Change Form Replacement Coupon
- REV-857R Corp Tax Estimated Payment Replacement Coupon
- REV-860 Schedule L, M, N, C-5 and OA
- REV-861 Schedule DA Disposition of Assets
- REV-915 PA Small Games of Chance/Game Approval Form
- REV-934 Schedule of Non-Business Income
- REV-956 Institution of Purely Public Charity Renewal Affidavit
- REV-976 Election by a Federal Sub-Chapter S Corporation to be a PA C Corporation
- REV-1026 Information on Motor Carriers Road Tax and IFTA
- REV-1026A Information on Motor Carriers Road Tax-PA Only
- REV-1076 Tax Bulletin 53A Instructions for Securing Bulk Sales Certificate
- REV-1176 e-TIDES Administrative Access Change Request
- REV-1200 CT-1 Corporation Tax Instruction Book (order by year needed)
- REV-1220 Certificate of Exemption for Sales & Use Tax
- REV-1500 Instructions for form REV-1500 PA Inheritance Tax Resident Decedent
- REV-1601 Tax Credit Certification Request Form (Pennsylvania Employment Incentive Payment Program)
- REV-1611 Notice of Interest Rate and Calculation Changes
- REV-1630 Underpayment of Estimated Tax by Individuals
- REV-1630A Underpayment of Estimated Tax by Individual Farmers
- REV-1630F Underpayment of Estimated Tax by Fiduciaries
- REV-1643 Listing of Tax Exempt PIT Obligations
- REV-1689 Computation of Installment Sale Income
- REV-1705 Tax Account Information Change/Correction Form
- REV-1706 Business/Account Cancellation Form
- REV-1716 Employer Withholding Period Ending Due Dates
- REV-1729 Tax Information for Farmers Booklet
- REV-1736 Instruction Book/Inheritance Tax Nonresident
- REV-1737 Nonresident Inheritance Tax Return
- REV-1742 PIT Pamphlet No. 3, Gain or Loss on Property Acquired prior to June 1, 1971/Sch. D-71
- REV-1799A Time Limitations on the Filing of Appeal

## II. REGULATIONS/PRONOUNCEMENTS

All regulations and revenue pronouncements issued by the Department of Revenue are published in Title 61 of the *Pennsylvania Code*. The Department does not print these documents. If you need to review a regulation or revenue pronouncement, please consult Title 61 of the *Pennsylvania Code* ([www.pacode.com](http://www.pacode.com)).

## III. BUREAU OF CRIMINAL TAX INVESTIGATIONS

5TH FL., STRAWBERRY SQ., HARRISBURG, PA 17128  
 TELEPHONE (717) 783-9685

- DCI-2 Cigarette Tax for Law Enforcement Pamphlet



**IV. BUREAU OF RESEARCH**

PO BOX 281100, HARRISBURG, PA 17128-1100  
TELEPHONE (717) 787-6300

- DOP3 Tax Compendium
- DOP4 Personal Income Tax Statistics
- DOP7 Statistical Supplemental to Tax Compendium
- DOP9 Statistical Report-Capital Stock/Franchise Tax/CNI Tax
- DOP12 Estimate Documentation

**V. BUREAU OF INDIVIDUAL TAXES**

PO BOX 280600, HARRISBURG, PA 17128-0600  
TELEPHONE (717) 787-8346

- PA1436 Electronic Filing Test Package

**VI. THE PA LOTTERY**

1200 FULLING MILL ROAD, SUITE ONE, MIDDLETOWN, PA 17057

TELEPHONE (717) 702-8008

(\*Or from Lottery Retailer Outlets)

- \*All-Game Guide Brochure
- Compulsive Gambling Brochure
- Benefits and Rights for Older Pennsylvanians Booklet
- \*RSL-3 Lottery Retailer License Application
- \*RSL-209 Standard Claim Form
- \*RSL-355 Beneficiary Statement
- \*RSL-400 Lottery Fund Benefits Programs Brochure Comparative Statement of Income and Expenditures

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**Department of  
STATE (DOS)**

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**I. POLICY STATEMENTS****A. Secretary of the Commonwealth**

- Use of Public Areas Outside the Capitol Complex, 49 Pa. Code §§ 61.1—61.3
  - Returned Check Fee, 49 Pa. Code § 63.1
- Contact: Kim Mattis (717) 772-5193

**B. State Athletic Commission**

- Athlete Agents, 58 Pa. Code §§ 41.1—41.3
- Contact: Gregory Sirb (717) 787-5720

**C. Bureau of Commissions, Elections and Legislation**

- Lesser Offenses Incompatible with the Duties of a Notary Public, 4 Pa. Code § 165.1
- Contact: Martha Brown (717) 783-0736

**D. Bureau of Professional and Occupational Affairs****1. Commissioner of Professional and Occupational Affairs**

- Schedule of Civil Penalties—Pharmacists and Pharmacies, 49 Pa. Code § 43b.7a
  - Schedule of Civil Penalties—Certified Real Estate Appraisers, 49 Pa. Code § 43b.15
  - Schedule of Civil Penalties—Nursing Home Administrators, 49 Pa. Code § 43b.17
  - Schedule of Civil Penalties—Occupational Therapists and Occupational Therapy Assistants, 49 Pa. Code § 43b.19
  - Schedule of Civil Penalties—Physicians and Other Board Regulated Practitioners, 49 Pa. Code § 43b.20
  - Schedule of Civil Penalties—Massage Therapists, 49 Pa. Code § 43b.23
- Contact: Cynthia Montgomery (717) 783-7200

**2. State Board of Chiropractic**

- Patient Records, 49 Pa. Code § 5.51a
- Contact: Michelle Roberts (717) 787-7155

**3. State Board of Dentistry**

- Use and Replacement of Dental Amalgams, 49 Pa. Code § 33.213
  - Disclosure of Financial or Ownership Interest, 49 Pa. Code § 33.214
  - Use of Lasers in the Dental Office, 49 Pa. Code § 33.215
  - Requirement of Anesthesia Permit for Nonparenteral Premedication of Dental Patients, 49 Pa. Code § 33.344
- Contact: Lisa Burns (717) 783-7162

**4. State Board of Funeral Directors**

- Funeral Supervisors and Funeral Directors on Active Duty, 49 Pa. Code § 13.251
  - Profession of Funeral Directing, 49 Pa. Code § 13.252
  - Inspections, 49 Pa. Code § 13.253
- Contact: Heidy Weirich (717) 783-3397

**5. State Board of Medicine**

- Expert Witnesses, 49 Pa. Code § 16.52a
  - Disciplinary Guidelines for Use of Anabolic Steroids, 49 Pa. Code § 16.97
- Contact: Suzanne Zerbe (717) 783-1400

**6. State Board of Nursing**

- Scope of Practice Interpretations, 49 Pa. Code § 21.401
  - General Functions of Registered Nurses, 49 Pa. Code § 21.411
  - Venipuncture, Intravenous Fluids, Resuscitation and Respiration, 49 Pa. Code § 21.412
  - Administration of Drugs, 49 Pa. Code § 21.413
  - Functions of Licensed Practical Nurses, 49 Pa. Code § 21.414
- Contact: Cindy Miller (717) 783-7142

**7. State Board of Examiners of Nursing Home Administrators**

- Temporary Permits, 49 Pa. Code § 39.17
  - Subordinate Supervision, 49 Pa. Code § 39.18
- Contact: Chris Stuckey (717) 783-7155

**8. State Board of Optometry**

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 23.101
- Contact: Chris Stuckey (717) 783-7155

**9. State Board of Osteopathic Medicine**

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 25.291
- Contact: Aaron Hollinger (717) 783-4858

**10. State Board of Pharmacy**

- Radiopharmaceutical Prescriptions, 49 Pa. Code § 27.101
  - Return to Stock of Undelivered Medication, 49 Pa. Code § 27.102
  - Matters of Conscience, 49 Pa. Code § 27.103
- Contact: Melanie Zimmerman (717) 783-7156

**11. State Board of Physical Therapy**

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 40.54
- Contact: Michelle Roberts (717) 783-7134

**12. State Board of Psychology**

- Qualified Members of Other Recognized Professions, 49 Pa. Code § 41.7
  - Department of Health Licensing of Substance Abuse Services Provided by Psychology Practices, 49 Pa. Code § 41.8
- Contact: Chris Stuckey (717) 783-7155

### 13. State Board of Social Workers, Marriage and Family Therapists and Professional Counselors

- Department of Health Licensing of Substance Abuse Services Provided by Professional Counseling Practices, 49 Pa. Code § 49.17

Contact: Sandra Matter (717) 783-1389

### 14. State Board of Examiners in Speech-Language Pathology and Audiology

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 45.3

Contact: Sandra Matter (717) 783-1389

## II. GUIDANCE MATERIALS

### A. Department of State

- Right-to-Know Law Policy

Contact: Rebecca Fuhrman (717) 783-3585

### B. Bureau of Corporations and Charitable Organizations

- Registration Packets for Charitable Organizations, Professional Solicitors and Professional Fundraising Councils

Contact: Erin Donley (717) 783-1720

- A Guide to Business Registration in Pennsylvania

Contact: Barbara Kennedy (717) 783-9210

### C. Bureau of Professional and Occupational Affairs

- Policy Statement Interpreting the term “Infectious, Communicable or Contagious Disease”
- Special Notice to All Health-related Licensees and Funeral Directors
- Approved Act 31 Child Abuse Recognition and Reporting Continuing Education Providers
- Special Notice—Act 31—How to become an approved CE provider
- Department of Human Services Child Abuse Recognition and Reporting Approved Course Provider Listing
- Act 31—Exemption Request Form
- Act 31—Frequently Asked Questions
- Health Care Practitioner Photo Identification Badge Requirement
- State Tax Compliance Notice
- Letter to Veteran’s Administration Hospitals Regarding License Verifications
- Special Notice Regarding Home Health Care Services Ordered by Out-of-State Physicians

Contact: Cynthia Montgomery (717) 783-7200

### 1. State Board of Accountancy

- Special Notice Regarding CPE Changes
- Special Notice—CPE Certification and the 150 Semester Credit Education Requirement
- Peer Review General Information
- Summary of Amendments to the CPA Law—Act 73 of 2008
- State Tax Law Compliance
- Approved CPE Program Sponsor Roster

Contact: Sara Fox (717) 783-1404

### 2. State Board of Auctioneer Examiners

- List of Board Approved Schools
- Frequently Asked Questions

Contact: Terrie Kocher (717) 783-3397

### 3. State Board of Certified Real Estate Appraisers

- Continuing Education for Licensed Appraiser Trainees
- Licensed Appraiser Trainee Registration of Supervisory Appraisers
- Special Notice to Certified Appraisers
- Changes in Real Property Appraiser Examinations
- CREA Education Provider Course List
- Special Notice—New College Degree Requirement

- Special Notice—Segmented Approach Extended to January 1, 2013

- Special Notice to Assistants Regarding Licensed Appraiser Trainee Regulation
- Special Notice to Certified Appraisers Regarding Licensed Appraiser Trainee Regulation

Contact: Heidy Weirich (717) 783-4866

### 4. State Board of Chiropractic

- Continuing Education Letter
- List of Approved Continuing Education Programs
- Frequently Asked Questions

Contact: Michelle Roberts (717) 787-7155

### 5. State Board of Cosmetology

- Information Regarding the Practical Examination
- Policy on Student Absenteeism

Contact: Kelly Diller (717) 783-7130

### 6. State Board of Crane Operators

- Special Notice—Physical Examination Requirement
- List of Board-approved Certifying Organizations

Contact: Amanda Li (717) 783-1404

### 7. State Board of Dentistry

- Letter to Veterans’ Administration Hospitals Regarding License Verifications
- Photo Identification Badge Requirement

Contact: Lisa Burns (717) 783-7162

### 8. State Board of Landscape Architects

- Special Notice—Continuing Education Update

Contact: Terrie Kocher (717) 772-8528

### 9. State Board of Massage Therapy

- Frequently Asked Questions of the State Board of Massage Therapy
- Acceptable CPR for Massage Therapy License
- Continuing Education for 2016 Graduates
- Continuing Education Frequently Asked Questions
- Letter to VA Hospitals for License Verifications

Contact: Carol Niner (717) 783-7155

### 10. State Board of Medicine

- Foreign Specialty Certification Boards That Have Been Deemed Comparable to American Boards
- Special Notice—Pennsylvania Health Alert Network
- Medical Board Credentials Verification Fact Sheet
- Special Notice—Physician Assistant Temporary Authority to Practice and Substitute Supervisor Reporting Requirement Update
- Special Notice—Board Adopts USMLE Policy Regarding Maximum Limit of Six Attempts at the USMLE Step or Its Components
- Special Notice—Board Recognition of International Society for Clinical Densitometry (ISCD)
- Special Notice—PennDOT’S Medically Impaired Reporting Program
- Continuing Medical Education Fact Sheets
- Special Notice—Written Agreements Insurance Requirement
- Special Notice—PA Patient Safety Anonymous Reporting

Contact: Suzanne Zerbe (717) 783-1400

### 11. Navigation Commission for the Delaware River and Its Navigable Tributaries

- A Guide to the Pennsylvania Navigation Commission

Contact: Barbara Dupler (717) 783-1618

### 12. State Board of Nursing

- eppiccNURSE Database—Frequently Asked Questions
- eppiccNURSE Training Guide for Pre-licensure Programs
- eppiccNURSE Training Guide for CRNP Programs

- Special Notice—CRNP and CNS Clarification on Professional Liability Insurance
- Special Notice to Employers—Online Verification of Licensure
- Special Notice—RN Accepting Orders from Other Practitioners
- Special Notice—Home Health Care Services Ordered by Out-of-State Physicians
- Special Notice—LPNs Accepting Oral Orders
- FAQs for the Student/Graduate Nurse
- FAQs on Continuing Education for Registered Nurses
- FAQs on CRNP Prescriptive Authority
- FAQs related to LPN IV Therapy Regulations
- FAQs for Licensure by Endorsement with TPPs
- Special Notice—Vital Statistics Law amended to include CRNPs
- Special Notice to Licensed Dietitian-Nutritionists on Continuing Education
- Special Notice on Temporary Practice Permits
- Special Notice—NURSISYS and e-Notify Service
- Special Notice—Out-of-State PN Graduates with Less Than 1500 Program Clock Hours
- Special Notice—Reporting of Crimes and Disciplinary Actions
- List of Approved Programs for LPN, RN, CRNP and CNS Education (updated as needed)
- List of Approved LPN Intravenous Therapy Education Programs (updated as needed)

Contact: Cindy Miller (717) 783-7142

### 13. State Board of Occupational Therapy Education and Licensure

- Special Notice: Professional Liability Insurance
- Continued Competency Requirement
- Occupational Therapy Board FAQs
- Updated Information for Occupational Therapists

Contact: Carol Niner (717) 783-1389

### 14. State Board of Optometry

- Position Paper—American Board of Optometry (ABO) Board Certification
- List of Drugs Approved for use by Optometrists
- DEA Rescheduling Hydrocodone Products
- Special Notice—Federal “Fairness to Contact Lens Consumers Act”
- List of Approved Continuing Education
- Optometry Frequently Asked Questions

Contact: Chris Stuckey (717) 783-7155

### 15. State Board of Osteopathic Medicine

- Special Notice—Pennsylvania Health Alert Network
- Osteopathic Board Credentials Verification Fact Sheet
- Department of Health Survey—2012 Pulse of Pennsylvania Physician and Physician Assistant Workforce
- PENNDOT Physician Reporting Requirements
- X-ray Equipment Operator Refresher Training Requirement
- VA Hospitals—License Verifications
- Certified Registered Nurse Practitioner—Death Certificates
- Number of Physician Assistants Supervised by Physician
- Acceptance of Federation Credentials Verification Service
- Supervising Physician and Written Agreement Change Form Updates
- Written Agreement Insurance Requirements

Contact: Aaron Hollinger (717) 783-4858

### 16. State Board of Pharmacy

- Letter to Veterans Administration Hospitals Regarding License Verifications
- NPLEEx-National Precursor Log Exchange
- Patient Safety Continuing Education Required
- FDA Outlines Expectations for Human Drug Compounds, Including Registered Outsourcing Facilities
- DEA Rescheduling Hydrocodone Products
- Special Notice—Governor signs Act 139—Allowing first responders to administer naloxone to individuals experiencing an opioid overdose
- Special Notice—Non-Resident Pharmacies
- Special Notice—Pennsylvania State Police to Carry Life-saving Naloxone to Combat Heroin and Opioid Overdoses
- List of Approved CPR Providers for the Authorization to Administer Injectables, Biologicals and Immunizations
- Cancer Drug Repository Program—Income Limits for Eligibility
- Information for Graduates of Foreign Pharmacy Schools
- Special Notice—Act 8—AAL Professional Liability Insurance Requirement
- Special Notice—PA PDMP—Pennsylvania Prescription Drug Monitoring Program
- Changes to the Multistate Pharmacy Jurisprudence Examination (MJPE)

Contact: Melanie Zimmerman (717) 783-7156

### 17. State Board of Physical Therapy

- List of Approved CE Courses
- Special Notice—New Regulatory Requirements
- Webinar—The New Rules and Regulations (2013)

Contact: Michelle Roberts (717) 783-7134

### 18. State Board of Podiatry

- Special Notice—Pennsylvania Health Alert Network
- Podiatry Board Credentials Verification Fact Sheet
- Continuing Education Requirements
- List of Approved Continuing Education Programs
- Letter to Veterans Administration Hospitals Regarding License Verification
- PENNDOT Physician Reporting Requirements
- X-ray Equipment Operator Refresher Training Requirement

Contact: Aaron Hollinger (717) 783-4858

### 19. State Registration Board for Professional Engineers, Land Surveyors and Geologists

- NCEES Updates—Specifications for PE Civil Exam
- CBT Notice
- PS Exam Transitions to Computer Based Format

Contact: Robin Shearer (717) 783-4865

### 20. State Board of Psychology

- Guideline: Requirements for Provision of Psychological Services Regardless of Delivery Method
- Special Notice—Supervision Course Requirement for Primary Supervisors of Psychology Residents
- Special Notice—Graduate Training in Psychology
- Psychology Board FAQs
- Continuing Education: Is a webinar considered home study?
- Board Approved Continuing Education Sponsors/Providers
- Continuing Education Information
- APA Approved CE Sponsors

Contact: Chris Stuckey (717) 783-7155

**21. State Real Estate Commission**

- Information Regarding “Team” Advertising
- List of Currently Approved Real Estate Education Providers
- List of Providers Approved to Offer Modules
- FAQs

Contact: Krista Linsenbach (717) 783-3658

**22. State Board of Examiners in Speech-Language Pathology and Audiology**

- A Consumer Guide to Understanding Audiologists
- A Consumer Guide to Understanding Speech-Language Pathologists
- FAQs for Continuing Education
- Understanding Continuing Education Requirements
- Notification of Current Pennsylvania Employment Requirement

Contact: Sandra Matter (717) 783-1389

**23. State Board of Social Workers, Marriage and Family Therapists and Professional Counselors**

- FAQ—Application Process to Apply for Initial Licensure
- Notice Under the Americans with Disabilities Act
- List of Approved Continuing Education Programs

Contact: Sandra Matter (717) 783-1389

**24. State Board of Vehicle Manufacturers, Dealers and Salespersons**

- Special Notices:
  - Out-of-state Recreational Vehicle Dealers Online Initial Licensure
  - Current Vehicle Board Policies
  - Criminal Background Check/Criteria Verification/Certification of License
  - Hand delivery of Application

Contact: Janice Cline (717) 783-1697

**25. State Board of Veterinary Medicine**

- Special Notice—APHIS Approved Supplemental Training
- Special Notice—Veterinary Medical Recordkeeping
- List of Approved CE Programs
- List of Approved Euthanasia Technician Training Programs

Contact: Michelle Roberts (717) 783-7134

**D. Bureau of Commissions, Elections and Legislation**

- Secretary’s Advisories and Directives to County Election and Voter Registration Officials
- Election Calendars
- Instructions for Filing as a Candidate of a Minor Political Party
- Instructions for Filing as a Political Body Candidate
- Instructions for Circulating Nomination Petitions
- Nomination Petitions
- Nomination Papers
- General Information About Running for Public Office
- Notice on What Constitutes a Vote
- Voting System Certification Reports

Contact: Jessica Mathis (717) 787-5280

- Becoming a Notary Public in Pennsylvania

Contact: Julio Peña (717) 787-5280

- Non-Bid Contract Reporting Forms
- Lobbying Disclosure Registration and Reporting Forms
- Lobbying Disclosure Directory
- Lobbying Statute, Regulations, Frequently Asked Questions (FAQs) and *Manual for Accounting and Reporting*
- 2015 Annual Report—Lobbying Disclosure
- Campaign Finance Registration and Reporting Forms
- Campaign Finance Calendar of Filing Deadlines

- Campaign Finance Reporting Law Pamphlet
- Campaign Finance Reporting Law Frequently Asked Questions
- Campaign Finance Independent Expenditure Reporting Forms
- Statement of Organization—Independent Expenditure Committee
- Statement Regarding the Effect of the U.S. Supreme Court’s Decision in *Citizens United v. FEC* on Pennsylvania Law
- Statement Regarding the Effect of the Preliminary Injunction Order in *General Majority PAC v. Carol Aichele, et al.*, on Pennsylvania Law

Contact: Trisha Malehorn (717) 787-5280

- Voter Registration Mail Application (English and Spanish)
- 2015 Report to the General Assembly—The Administration of Voter Registration in Pennsylvania
- Absentee Ballot Forms
- Voting Rights of Convicted Felons, Convicted Misdemeanants and Pretrial Detainees
- Voter Hall of Fame Inductees
- *Pennsylvania’s Guide to Agency-Based Voter Registration Programs*
- The Commonwealth of Pennsylvania State Plan (as required by the Help America Vote Act of 2002)
- Elections News Poster (English and Spanish)
- Election Officials Training Video for Voters with Disabilities (English)
- Election Officials Training Program Video (English and Spanish)
- Help America Vote Act (HAVA) Remedial Action Procedures for Reporting Non-Compliance
- HAVA Program Advisories
- HAVA Quarterly Working Capital Request and Performance Report Form with Instructions
- HAVA Quarterly Reimbursement Request and Performance Report Form with Instructions
- Maintenance of Effort Certification Form and Instructions
- HAVA Fiscal Requirements Document
- County Manual for HAVA Reporting

Contact: Elissa Dauberman (717) 787-5280

**III. INTERNAL GUIDELINES****A. Bureau of Professional and Occupational Affairs**

- Recusal Guidelines for Board Members

Contact: Cynthia Montgomery (717) 783-7200

**1. State Board of Chiropractic**

- Probable Cause Screening Committee Guidelines

Contact: Michelle Roberts (717) 787-7155

**2. State Board of Dentistry**

- Probable Cause Screening Committee Guidelines

Contact: Lisa Burns (717) 783-7162

**3. State Board of Medicine**

- Probable Cause Screening Committee Guidelines
- Mcare Triage Guidelines

Contact: Suzanne Zerbe (717) 783-1400

**4. Navigation Commission for the Delaware River and Its Navigable Tributaries**

- Internal Operating Procedures Involving Inactive Status of Pilots

Contact: Barbara Dupler (717) 783-1618

**5. State Board of Nursing**

- Probable Cause Screening Committee Guidelines

Contact: Cindy Miller (717) 783-7142

**6. State Board of Examiners of Nursing Home Administrators**

- Guidelines for Continuing Education Audit
- Contact: Chris Stuckey (717) 783-7155

**7. State Board of Optometry**

- Probable Cause Screening Committee Guidelines
- Contact: Chris Stuckey (717) 783-7155

**8. State Board of Osteopathic Medicine**

- Probable Cause Screening Committee Guidelines
  - Mcare Triage Guidelines
- Contact: Aaron Hollinger (717) 783-4858

**9. State Board of Pharmacy**

- Probable Cause Screening Committee Guidelines
- Contact: Melanie Zimmerman (717) 783-7156

**10. State Board of Physical Therapy**

- Probable Cause Screening Committee Guidelines
- Contact: Michelle Roberts (717) 783-7134

**11. State Board of Psychology**

- Probable Cause Screening Committee Guidelines
- Contact: Chris Stuckey (717) 783-7155

**12. State Real Estate Commission**

- Internal Operating Guidelines
  - Probable Cause Screening Committee Guidelines
- Contact: Krista Linsenbach (717) 783-3658

**13. State Board of Social Workers, Marriage and Family Therapists and Professional Counselors**

- Probable Cause Screening Committee Guidelines
- Contact: Sandra Matter (717) 783-1389

**14. State Board of Examiners in Speech-Language Pathology and Audiology**

- Probable Cause Screening Committee Guidelines
- Contact: Sandra Matter (717) 783-1389

**15. State Board of Veterinary Medicine**

- Probable Cause Screening Committee Guidelines
  - Inspection Checklist
- Contact: Michelle Roberts (717) 783-7134

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**STATE EMPLOYEES' RETIREMENT SYSTEM  
(SERS)**

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- Annual Guide to Your SERS-Issued 1099-R Tax Form
- SERS Member's Guide to Disability Retirement
- SERS Member Handbook
- SERS Guide for Retiring Members
- Annual Member (Personalized) Account Statements:
  - Statement of Account (for active members)
  - Personal Statement of Retirement Benefits (for annuitants)
- SERS pamphlets:
  - Classes of Service (SERS-150)
  - Domestic Relations and Support Orders (SERS-157)
  - Frozen Present Value: Its Impact on State Pensions (SERS-158)
  - How to Apply for a Disability Retirement (SERS-152)
  - Provisions for the Purchase of Service (SERS-155)
  - Refund Procedures for those Leaving State Service (SERS-159)
  - Retirement Benefits available to Pennsylvania State Police (SERS-153)
  - Retirement Options for SERS Members (SERS-154)
  - Social Security Integration Coverage for SERS Members (SERS-151)
  - Vesting in the State Employees' Retirement System (SERS 162)
  - Important Information Regarding Appeals to the State Employees' Retirement Board (SERS-412)
- SERS Mission Statement
- SERS Statement of Investment Policy
- SERS Alternative Investments Statement of Investment Policy
- SERS Real Estate Statement of Investment Policy
- SERS Proxy Voting Policy
- SERS Public Markets Investment Advisor Retention Guidelines
- SERS Strategic Investment Plan
- SERS Portfolio Rebalancing Policy
- SERS Security Lending Policy
- SERS Right-to-Know-Law Policy
- The FOP Decision: The resolution of the SERS Board of Trustees dated September 26, 1990, implementing the arbitration award issued February 17, 1988, in *Commonwealth of Pennsylvania v. Commonwealth of Pennsylvania State Police Lodges*, American Arbitration Association Case No. 14 390 1611 87 J (Thomas J. DiLauro, Chair)
- "SERS News" member newsletter (2 editions per year)
- SERS *Comprehensive Annual Financial Report* (published each June)
- DCP Annual Financial Statements
- DCP Statement of Investment Policy
- Sample Domestic Relations Order and Instruction Letter and Alternative Provisions Sample Sheets
- Power of Attorney form
- SERS Board Minutes and Resolutions
- Actuarial Reports (annual and "5-Year Experience Study")
- Actuarial Tables
- SERS Appeals Committee Guidelines for Informal Appeals
- SERS Securities Litigation Policy
- SERS Bylaws
- Ethical Conduct Policy
- Claim Settlement Policy
- Statement of Governance Principles
- Policy for Indemnification of Board Members, Designees, Officers and Employees
- SERS Mediation Policy

- SERS Board Adjudications by Topic:
  - Change of Benefit Option
  - Cost of Living Increase
  - Credit for Contract Service
  - Credited Years of Service
  - Death Benefit
  - Disability
  - Effective Date of Retirement
  - Final Average Salary
  - Fraternal Order of Police
  - Frozen Present Value
  - Judicial Forfeiture/Purchase of Military Service Credit
  - Membership Eligibility
  - Military Service
  - Miscellaneous
  - Multiple Service Credit
  - Overpayment
  - Payment of Interest
  - Pension Forfeiture
  - Purchase of Service
  - Reinstatement
  - Retirement-Covered Compensation
  - Transfer to Alternate Retirement Plan

- Annual Supplemental Budget Information
- SERS Conflict of Interest Policy (EO-2015-03)
- SERS Travel Policy
- OFA Quarter Lag Reporting Policy
- OFA Board Approval Monetary Transfer Policy
- DCP Plan Document
- DCP Forms Available Through the Website; i.e., Enrollment, Beneficiary
- SERS Employee and Employer Rate Chart
- Management Directives issued by SERS:
  - o 570.1—Mandatory Membership in the State Employees' Retirement System
  - o 570.5—Employer Contributions Required on the Purchase of Previously Uncredited State Service
  - o 570.6—Optional Membership in the State Employees Retirement System
  - o 570.8—Reinstatement of Terminated Employees Into the State Employees' Retirement System
  - o 570.9—Reinstatement of Furloughed or Otherwise Terminated and Reemployed Employees in the State Employees' Retirement System
  - o 570.11—Amending Data in Retirement and Personnel/Payroll Systems and Collecting Arrears Balances Interest on Member Contributions
  - o 570.13—State Employees' Retirement System, Regional Counseling Centers
  - o 570.14—Deferred Compensation Program
  - o 570.15—Reporting Potential Public Employee Pension Forfeiture Crimes to the State Employees' Retirement System
  - o 570.16—State Employees' Retirement System, Duties of Departments and Agencies

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**Department of  
TRANSPORTATION (DOT)**

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Bureau Responsible: BUREAU OF DRIVER LICENSING

Category: GUIDANCE MANUALS

Publication/Document Name: **A Guide to Obtaining a Pennsylvania Junior Learner's Permit and Junior Driver's License**

Pub/Doc #: Pub 178

Publication last Updated: June 2016

Bureau Responsible: BUREAU OF DRIVER LICENSING

Category: GUIDANCE MANUALS

Publication/Document Name: **Commercial Driver's Manual (English)**

Pub/Doc #: Pub 223

Publication last Updated: March 2016

Bureau Responsible: BUREAU OF DRIVER LICENSING

Category: GUIDANCE MANUALS

Publication/Document Name: **Motorcycle Operator Manual**

Pub/Doc #: Pub 147

Publication last Updated: March 2015

Bureau Responsible: BUREAU OF MOTOR VEHICLES

Category: GUIDANCE MANUALS

Publication/Document Name: **Apportioned Manual**

<https://www.dot.state.pa.us/public/dvspubsforms/BMV/BMV%20Publications/PUB181.pdf>

Pub/Doc #: Pub 181

Publication last Updated: August 2015

Bureau Responsible: BUREAU OF PROJECT DELIVERY

Category: GUIDANCE MANUALS

Publication/Document Name: **Publication 10X** (Appendices to DM1, DM1A, DM1B&DM1C), Appendix AG Stafford Act and other Flood Hazard Mitigation Assistance Grant Property Process

Pub/Doc #: Publication 10X Appendix AG

Publication last Updated: May 23, 2016

Bureau Responsible: BUREAU OF PROJECT DELIVERY

Category: INTERNAL GUIDELINES

Publication/Document Name: **Project Office Manual (POM)**

[http://www.dot.state.pa.us/public/pdf/BOCM\\_MTD\\_LAB/PUBLICATIONS/POM/POMcover.pdf](http://www.dot.state.pa.us/public/pdf/BOCM_MTD_LAB/PUBLICATIONS/POM/POMcover.pdf)

Pub/Doc #: Pub 2

Publication last Updated: April 2016 (electronically)

Bureau Responsible: BUREAU OF PROJECT DELIVERY

Category: GUIDANCE MANUALS

Publication/Document Name: **Field and Laboratory Testing Manual**

[http://www.dot.state.pa.us/public/pdf/BOCM\\_MTD\\_LAB/PUBLICATIONS/PUB\\_19/PTM\\_TOC.pdf](http://www.dot.state.pa.us/public/pdf/BOCM_MTD_LAB/PUBLICATIONS/PUB_19/PTM_TOC.pdf)

Pub/Doc #: Pub 19

Publication last Updated: March 2016 (electronically)

Bureau Responsible: BUREAU OF PROJECT DELIVERY

Category: OTHER

Publication/Document Name: **Geotechnical Investigation Manual 2015 Edition**

Pub/Doc #: Pub 222

Publication last Updated: August 2015

Bureau Responsible: HUMAN RESOURCES

Category: POLICY STATEMENTS

Publication/Document Name: **Disability-Related Employment Policy Statement**

Pub/Doc #: February 2016

Publication last Updated:

Bureau Responsible: HUMAN RESOURCES

Category: POLICY STATEMENTS

Publication/Document Name: **Equal Employment Opportunity Policy Statement**

Pub/Doc #: February 2016

Publication last Updated:

Bureau Responsible:	HUMAN RESOURCES	Bureau Responsible:	MULTIMODAL DEPUTATE
Category:	POLICY STATEMENTS	Category:	OTHER
Publication/Document Name:	<b>Harassment/Hostile Work Environment Policy Statement</b>	Publication/Document Name:	<b>Better for Everyone—Progress Toward Accessible Transportation in Pennsylvania</b>
Pub/Doc #:		Pub/Doc #:	N/A
Publication last Updated:	February 2016	Publication last Updated:	July 2015
Bureau Responsible:	HUMAN RESOURCES	Bureau Responsible:	BUREAU OF PROJECT DELIVERY
Category:	POLICY STATEMENTS	Category:	INTERNAL GUIDELINES
Publication/Document Name:	<b>Sexual Harassment Policy Statement</b>	Publication/Document Name:	Project Office Manual (POM)
Pub/Doc #:		http://www.dot.state.pa.us/public/pdf/BOCM_MTD_LAB/PUBLICATIONS/POM/POMcover.pdf	
Publication last Updated:	February 2016	Pub/Doc #:	Pub 2
Bureau Responsible:	HUMAN RESOURCES	Publication last Updated:	April 2016 (electronically)
Category:	GUIDANCE MATERIALS	Bureau Responsible:	BUREAU OF PROJECT DELIVERY
Publication/Document Name:	<b>2016 Internal Equal Employment Opportunity Plan (State)</b>	Category:	GUIDANCE MANUAL
Pub/Doc #:		Publication/Document Name:	<b>Field and Laboratory Testing Manual</b>
Publication last Updated:	February 2016	http://www.dot.state.pa.us/public/pdf/BOCM_MTD_LAB/PUBLICATIONS/PUB_19/PTM_TOC.pdf	
Bureau Responsible:	BUREAU OF PUBLIC TRANSPORTATION	Pub/Doc #:	Pub 19
Category:	ANNUAL REPORT	Publication last Updated:	March 2016 (electronically)
Publication/Document Name:	<b>Annual Performance Report: Fiscal Year 2012-13</b>	Bureau Responsible:	BUREAU OF PROJECT DELIVERY
Pub/Doc #:		Category:	OTHER
Publication last Updated:		Publication/Document Name:	<b>Geotechnical Investigation Manual 2015 Edition</b>
Bureau Responsible:	BUREAU OF PUBLIC TRANSPORTATION	Pub/Doc #:	Pub 222
Category:	ANNUAL REPORT	Publication last Updated:	August 2015
Publication/Document Name:	<b>Annual Performance Report: Fiscal Year 2013-14</b>	Bureau Responsible:	BUREAU OF PROJECT DELIVERY
Pub/Doc #:		Category:	POLICY STATEMENTS
Publication last Updated:		Publication/Document Name:	<b>Publication 408/2016, Initial Edition, Specifications</b>
Bureau Responsible:	MULTIMODAL DEPUTATE (BUREAU OF PUBLIC TRANSPORTATION)	Pub/Doc #:	Pub 408
Category:	Highlights	Publication last Updated:	October 2015
Publication/Document Name:	<b>Multimodal Highlights Fiscal Year 2014</b>	Bureau Responsible:	BUREAU OF PROJECT DELIVERY
Pub/Doc #:		Category:	POLICY STATEMENTS
Publication last Updated:		Publication/Document Name:	<b>Publication 408/2016, Change No. 1, Specifications</b>
Bureau Responsible:	MULTIMODAL DEPUTATE (BUREAU OF PUBLIC TRANSPORTATION)	http://www.dot.state.pa.us/public/PubsForms/Publications/Pub_408/408_2016/408_2016_1/408_2016_1.pdf	
Category:	Highlights	Pub/Doc #:	Pub 408
Publication/Document Name:	<b>Multimodal Highlights Fiscal Year 2015</b>	Publication last Updated:	April 2016
Pub/Doc #:	N/A	Bureau Responsible:	Bureau of Project Delivery
Publication last Updated:	June 30, 2015	Category:	GUIDANCE MANUALS
Bureau Responsible:	BUREAU OF PUBLIC TRANSPORTATION	Publication/Document Name:	<b>Publication 10X</b> (Appendices to DM1, DM1A, DM1B&DM1C), Appendix AG Stafford Act and other Flood Hazard Mitigation Assistance Grant Property Process
Category:	ANNUAL REPORT	Pub/Doc #:	Publication 10X Appendix AG
Publication/Document Name:	<b>Annual Performance Report: Fiscal Year 2014-15</b>	Publication last Updated:	May 23, 2016
Pub/Doc #:	N/A		
Publication last Updated:	April 30, 2016		

Bureau Responsible: Bureau of Project Delivery  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Field and Laboratory Testing Manual**  
 Pub/Doc #: Publication 19  
 Publication last: October 2013 Edition, Change #  
 Updated: 3—March 2016

Bureau Responsible: BUREAU OF PROJECT DELIVERY  
 Category: MANUAL  
 Publication/Document Name: **Highway Beautification Manual**  
<https://www.dot.state.pa.us/public/pubsforms/Publications/pub%20581.pdf>  
 Pub/Doc #: Pub 581  
 Publication last: May 2016  
 Updated:

Bureau Responsible: BUREAU OF PROJECT DELIVERY  
 Category: POLICY STATEMENTS  
 Publication/Document Name: **Standards from Bridge Design, BD-600M Series—April 2016 Edition**  
 Pub/Doc #: Pub 218M  
 Publication last: April 2016  
 Updated:

Bureau Responsible: Bureau of Project Delivery  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Publication 10X (Appendices to DM1, DM1A, DM1B&DM1C), Appendix AG Stafford Act and other Flood Hazard Mitigation Assistance Grant Property Process**  
 Pub/Doc #: Publication 10X Appendix AG  
 Publication last: May 23, 2016  
 Updated:

Bureau Responsible: Bureau of Project Delivery  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Field and Laboratory Testing Manual**  
 Pub/Doc #: Publication 19  
 Publication last: October 2013 Edition, Change #  
 Updated: # 3—March 2016

Bureau Responsible: BUREAU OF MAINT & OPERATIONS  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Automated Pavement Condition Surveying Field Manual**  
 Pub/Doc #: Pub 336  
 Publication last: April 2016  
 Updated:

Bureau Responsible: BUREAU OF MAINT & OPERATIONS  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Continuously Reinforced Concrete and Unpaved Roads Condition Survey Field Manual**  
 Pub/Doc #: Pub 343  
 Publication last: April 2016  
 Updated:

Bureau Responsible: BUREAU OF MAINT & OPERATIONS  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Shoulder and Guide Rail Condition Survey Field Manual**  
 Pub/Doc #: Pub 33  
 Publication last: April 2015  
 Updated:

Bureau Responsible: BUREAU OF MAINT & OPERATIONS  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Storm Water Facility Condition Survey Field Manual**  
 Pub/Doc #: Pub 73  
 Publication last: April 2015  
 Updated:

Bureau Responsible: BUREAU OF MAINTENANCE AND OPERATIONS  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **PennDOT SR Segment Signing Guide**  
 Pub/Doc #: Pub 664  
 Publication last: January 2016  
 Updated:

Bureau Responsible: BUREAU OF MAINTENANCE AND OPERATIONS  
 Category: GUIDANCE MANUALS  
 Publication/Document Name: **Light Weight Profiling System—Program Manual**  
 Pub/Doc #: Pub 589  
 Publication last: April 2016  
 Updated:

Bureau Responsible: BUREAU OF MAINTENANCE AND OPERATIONS  
 Category: POLICY STATEMENTS  
 Publication/Document Name: **Bridge Maintenance Manual**  
 Pub/Doc #: Pub 55  
 Publication last: December 2010  
 Updated:

Bureau Responsible: BUREAU OF MAINTENANCE AND OPERATIONS  
 Category: POLICY STATEMENTS  
 Publication/Document Name: **Bridge Management System 2 Coding Manual**  
 Pub/Doc #: Pub 100A  
 Publication last: July 2009  
 Updated:

Bureau Responsible: BUREAU OF MAINTENANCE AND OPERATIONS  
 Category: POLICY STATEMENTS  
 Publication/Document Name: **Bridge Safety Inspection Manual**  
 Pub/Doc #: Pub 238  
 Publication last: March 2010  
 Updated:



Bureau Responsible: BUREAU OF MAINTENANCE  
AND OPERATIONS  
Category: POLICY STATEMENTS  
Publication/Document **PA CoRE Element Coding**  
Name: **Guide**  
Pub/Doc #: Pub 590  
Publication last December 2006  
Updated:

Bureau Responsible: BUREAU OF MAINTENANCE  
AND OPERATIONS  
Category: GUIDANCE MANUALS  
Publication/Document **Bridge Inspection Quality**  
Name: **Assurance Manual**  
Pub/Doc #: Pub 240  
Publication last December 2010  
Updated:

[Pa.B. Doc. No. 16-1475. Filed for public inspection August 19, 2016, 9:00 a.m.]

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