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## Part III

This part contains the  
Governor's Office's  
Catalog of Nonregulatory  
Documents Notice





# NOTICES

(*Editor's Note:* This document continues from Part II which begins at 49 Pa.B. 4211 (August 10, 2019).)

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	Ch. 1121	Prior Authorization of Neuropathic Pain Agents (Formerly Myalgia and Neuropathy Agents)—Pharmacy Services	01/07/13	01-13-06 09-13-06 27-13-06 33-13-06 02-13-06 11-13-06 30-13-06 03-13-06 14-13-06 31-13-06 08-13-06 24-13-06 32-13-06

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	Ch. 1121	Preferred Drug List (PDL) Update January 15, 2013—Pharmacy Services	01/22/13	01-13-11 09-13-11 27-13-11 33-13-11 02-13-10 11-13-10 30-13-10 03-13-10 14-13-10 31-13-12 08-13-11 24-13-11 32-13-10
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	Ch. 1150	Medical Assistance Program Fee Increase for Select Primary Care Services and Physician Attestation Form	01/22/13	31-13-11
	Ch. 1101 Ch. 1150	Medical Assistance Electronic Health Record (EHR) Incentive Program Year 2013 for Eligible Professionals (EP)	02/01/13	08-13-10 09-13-10 27-13-10 31-13-10 33-13-10
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	Ch. 1229	Continued Existence of the Fee-For-Service Delivery System in HealthChoices Zones and Enrollment of Breast and Cervical Cancer Prevention and Treatment (BCCPT) Recipients in HealthChoices	02/22/13	99-13-05
	Ch. 1121	Prior Authorization of Analgesics Narcotic Short Acting—Pharmacy Services	03/29/13	01-13-16 08-13-16 14-13-15 30-13-15 33-13-17 02-13-15 09-13-17 24-13-16 31-13-18 03-13-15 11-13-15 27-13-16 32-13-15
	Ch. 1121	Prior Authorization of Bladder Relaxant Preparations—Pharmacy Services	03/29/13	01-13-14 09-13-15 27-13-14 33-13-15 02-13-13 11-13-13 30-13-13 03-13-13 14-13-13 31-13-16 08-13-14 24-13-14 32-13-13

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	Ch. 1121	Prior Authorization of Acne Agents Oral—Doxycycline—Pharmacy Services	07/22/13	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
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	Ch. 1101	Implementation of ADA Claim Form—Version 2012 and Elimination of ADA Claim Form—Version 2006	09/20/13	17-13-01 19-13-01 20-13-01 27-13-39 31-13-45
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	Ch. 1121	Prior Authorization of Anticoagulants—Pharmacy Services	11/04/13	01-13-45 09-13-45 27-13-45 33-13-44 02-13-40 11-13-40 30-13-40 03-13-40 14-13-41 31-13-50 08-13-43 24-13-42 32-13-40

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	Ch. 1121	Prior Authorization of Benign Prostatic Hyperplasia (BPH) Treatment—Pharmacy Services	11/04/13	01-13-46 09-13-46 27-13-46 33-13-45 02-13-41 11-13-41 30-13-41 03-13-41 14-13-42 31-13-51 08-13-44 24-13-43 32-13-41
	Ch. 1121	Prior Authorization of HIV/AIDS Medications—Pharmacy Services	11/04/13	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	11/04/13	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
	Ch. 1121	Prior Authorization of Analgesics Narcotic Long Acting Analgesics Narcotic Short Acting and Cough and Cold Medications—Pharmacy Services	11/22/13	01-13-55 09-13-53 27-13-52 33-13-52 02-13-47 11-13-47 30-13-47 03-13-47 14-13-48 31-13-60 08-13-52 24-13-49 32-13-47
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	Ch. 1121	Prior Authorization of Lipotropics Other—Pharmacy Services	11/22/13	01-13-53 09-13-51 27-13-50 33-13-50 02-13-45 11-13-45 30-13-45 03-13-45 14-13-46 31-13-58 08-13-50 24-13-47 32-13-45

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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. 1121	Prior Authorization of Histamine II Receptor Blockers—Pharmacy Services	02/03/14	01-14-08 09-14-06 27-14-05 33-14-06 02-14-05 11-14-05 30-14-05 03-14-05 14-14-05 31-14-07 08-14-07 24-14-05 32-14-05
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	Ch. 1149	2014 Recommended Childhood and Adolescent Immunization Schedules	04/01/14	99-14-07
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	Ch. 1121	Prior Authorization of Stimulants and Related Agents—Pharmacy Service	01/06/16	01-16-05 09-16-05 27-16-05 02-16-05 11-16-05 30-16-05 03-16-05 14-16-05 31-16-05 08-16-05 24-16-05 32-16-05 33-16-05
	Ch. 1149	Required Training for the Application of Topical Fluoride Varnish	02/26/16	09-16-10 31-16-10
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	Ch. 1121	Prior Authorization of Xenazine (tetrabenazine)—Pharmacy Services	12/27/17	01-17-45 02-17-40 03-17-40 08-17-47 09-17-44 11-17-40 14-17-41 24-17-41 27-17-42 30-17-41 31-17-46 32-17-40 33-17-45
	Ch. 1121	Prior Authorization of Bone Resorption Suppression and Related Agents—Pharmacy Services	12/27/17	01-17-42 02-17-37 03-17-37 08-17-44 09-17-41 11-17-37 14-17-38 24-17-38 27-17-39 30-17-38 31-17-43 32-17-37 33-17-42
	Ch. 1121	Prior Authorization of Cytokine and CAM Antagonists—Pharmacy Services	12/27/17	01-17-46 02-17-41 03-17-41 08-17-48 09-17-45 11-17-41 14-17-42 24-17-42 27-17-43 30-17-42 31-17-47 32-17-41 33-17-46
2018	Ch. 1101 1150	Revised Health Care Benefit Packages Provider Reference Chart (MA 446)	01/02/18	99-18-01
	Ch. 1241	Updates to the 2017 Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Program Periodicity Schedule	01/03/18	99-18-02

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	Ch. 1121	Preferred Drug List (PDL) Update January 8, 2018— Pharmacy Services	01/08/18	01-18-01 02-18-01 03-18-01 08-18-01 09-18-01 11-18-01 14-18-01 24-18-01 27-18-01 30-18-01 31-18-01 32-18-01 33-18-01
	Ch. 1121	Corrected-Prior Authorization of Hepatitis C Agents— Pharmacy Services	01/22/18	01-18-04 02-18-02 03-18-02 08-18-04 09-18-04 11-18-02 14-18-02 24-18-02 27-18-03 30-18-02 31-18-04 32-18-02 33-18-04
	Ch. 1101 1150	Acupuncturist Enrollment in the Medical Assistance Program	02/21/18	08-18-05 09-18-05 10-18-01 14-18-03 27-18-04 31-18-05 33-18-05
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	Ch. 1221	Addition to the Medical Assistance Program Fee Schedule for Administration of Quadrivalent Flu Vaccine Derived from Cell Cultures, Preservative	03/5/18	01-18-02 08-18-02 09-18-02 31-18-02 33-18-02
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	Ch. 1221	Prior Authorization of Opioid Dependence Treatments—Pharmacy Services	04/10/18	01-18-06 02-18-04 03-18-04 08-18-07 09-18-07 11-18-04 14-18-05 24-18-04 27-18-06 30-18-04 31-18-07 32-18-04 33-18-07
	Ch. 1101 1121 1150	Update to Submission of Claims that Require the National Provider Identifier (NPI) of a Medical Assistance Enrolled Ordering, Referring or Prescribing Provider	04/16/18	99-18-06

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	Ch. 1121	Prior Authorization of Analgesics, Opioid Long Acting—Pharmacy Services	04/26/18	01-18-07 09-18-08 27-18-07 33-18-08 02-18-05 11-18-05 30-18-05 03-18-05 14-18-06 31-18-08 08-18-08 24-18-05 32-18-05
	Ch. 1121	Prior Authorization of Analgesics, Opioid Short Acting—Pharmacy Services	04/26/18	01-18-05 09-18-06 27-18-05 33-18-06 02-18-03 11-18-03 30-18-03 03-18-03 14-18-04 31-18-06 08-18-06 24-18-03 32-18-03
	Ch. 1241	2018 Recommended Childhood and Adolescent Immunization Schedule	04/27/18	99-18-05
	Ch. 1101 1150	Update to 180-Day Exception Requests and Invoice Submission Time Frames	05/25/18	99-18-08
	Ch. 1101	Reduction of Mailed Paper Remittance Advices	06/15/18	99-18-09
	Ch. 1101 1150	Enrollment of Tobacco Cessation Providers	06/18/18	99-18-10
	Ch. 1101 1150	2018 Healthcare Common Procedure Coding System (HCPCS) Updates and Other Procedure Code Changes	07/02/18	99-18-07
	Ch. 1149	Medical Assistance Program Dental Fee Schedule Update	07/02/18	27-18-08
	Ch. 1127 1142 1144 1221 1252	Updates to the Family Planning Services Program Fee Schedule	07/02/18	01-18-08 08-18-09 09-18-09 24-18-06 25-18-01 28-18-02 31-18-09 33-18-09
	Ch. 1149 1241	Updates to the Pediatric Dental Periodicity Schedule	07/03/18	27-18-09
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	Ch. 1121	Prior Authorization of Thalidomide and Derivatives— Pharmacy Services	07/23/18	01-18-23 02-18-18 03-18-18 08-18-25 09-18-24 11-18-18 14-18-19 24-18-19 27-18-22 30-18-18 31-18-24 32-18-18 33-18-23
	Ch. 1121	Prior Authorization of VMAT2 Inhibitors—Pharmacy Services	07/23/18	01-18-17 02-18-12 03-18-12 08-18-19 09-18-18 11-18-12 14-18-13 24-18-13 27-18-16 30-18-12 31-18-18 32-18-12 33-18-17
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	Ch. 1121	Prior Authorization of Immunomodulators, Atopic Dermatitis—Pharmacy Services	07/23/18	01-18-13 02-18-08 03-18-08 08-18-15 09-18-14 11-18-08 14-18-09 24-18-09 27-18-12 30-18-08 31-18-14 32-18-08 33-18-13

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	Ch. 1121	Prior Authorization of Enzyme Replacements, Gauchers Disease—Pharmacy Services	07/23/18	01-18-20 02-18-15 03-18-15 08-18-22 09-18-21 11-18-15 14-18-16 24-18-16 27-18-19 30-18-15 31-18-21 32-18-15 33-18-20
	Ch. 1121	Prior Authorization of Neuropathic Pain Agents—Pharmacy Services	07/23/18	01-18-16 02-18-11 03-18-11 08-18-18 09-18-17 11-18-11 14-18-12 24-18-12 27-18-15 30-18-11 31-18-17 32-18-11 33-18-16
	Ch. 1121	Prior Authorization of Lipotropics, Other—Pharmacy Services	07/23/18	01-18-14 02-18-09 03-18-09 08-18-16 09-18-15 11-18-09 14-18-10 24-18-10 27-18-13 30-18-09 31-18-15 32-18-09 33-18-14
	Ch. 1121	Prior Authorization of Idiopathic Pulmonary Fibrosis (IPF) Agents—Pharmacy Services	07/23/18	01-18-21 02-18-16 03-18-16 08-18-23 09-18-22 11-18-16 14-18-17 24-18-17 27-18-20 30-18-16 31-18-22 32-18-16 33-18-21
	Ch. 1121	Prior Authorization of Non-Steroidal Anti-Inflammatory Drugs (NSAIDs)—Pharmacy Services	07/23/18	01-18-18 02-18-13 03-18-13 08-18-20 09-18-19 11-18-13 14-18-14 24-18-14 27-18-17 30-18-13 31-18-19 32-18-13 33-18-18



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	Ch. 1121	Prior Authorization of Monoclonal Antibodies—Anti-IL, Anti-IgE (MABs-Anti-IL, Anti-IgE)—Pharmacy Services	07/23/18	01-18-15 02-18-10 03-18-10 08-18-17 09-18-16 11-18-10 14-18-11 24-18-11 27-18-14 30-18-13 31-18-19 32-18-13 33-18-18
	Ch. 1121	Prior Authorization of Analgesics, Non-Opioid Barbiturate Combinations—Pharmacy Services	07/23/18	01-18-12 02-18-07 03-18-07 08-18-14 09-18-13 11-18-07 14-18-08 24-18-08 27-18-11 30-18-07 31-18-13 32-18-07 33-18-12
	Ch. 1121	Prior Authorization of Bone Resorption Suppression and Related Agents—Pharmacy Services	07/23/18	01-18-19 02-18-14 03-18-14 08-18-21 09-18-13 11-18-07 14-18-08 24-18-08 27-18-11 30-18-07 31-18-13 32-18-07 33-18-12
	Ch. 1241	Updates to Pennsylvania's Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Program Periodicity Schedule	08/01/18	99-18-13
	Ch. 1121	Prior Authorization of Multiple Sclerosis Agents—Pharmacy Services	08/13/18	01-18-24
	Ch. 1241	Environmental Lead Investigations	08/22/18	01-18-10 08-18-11 09-18-11 31-18-11 33-18-10 55-18-01
	Ch. 1101	School-Based ACCESS Program Provider Handbook	09/19/18	35-18-02
	Ch. 1121	Professional Dispensing Fee—Pharmacy Services	10/04/18	35-18-02
	Ch. 1187 1189	Changes to Managed Care Coverage of Nursing Facility Services	11/21/18	03-18-20

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	Ch. 1121	Prior Authorization of Angiotensin Modulators—Pharmacy Services	12/12/18	01-18-26 02-18-21 03-18-22 08-18-29 09-18-27 11-18-21 14-18-22 24-18-23 27-18-26 30-18-21 31-18-27 32-18-21 33-18-26
	Ch. 1121	Prior Authorization of Angiotensin Modulator Combinations—Pharmacy Services	12/12/18	01-18-25 02-18-20 03-18-24 08-18-28 09-18-26 11-18-20 14-18-21 24-18-22 27-18-25 30-18-20 31-18-26 32-18-20 33-18-25
	Ch. 1121	Prior Authorization of Hepatitis C Agents—Pharmacy Services	12/12/18	01-18-28 02-18-23 03-18-24 08-18-31 09-18-29 11-18-23 14-18-24 24-18-25 27-18-28 30-18-23 31-18-29 32-18-23 33-18-28
	Ch. 1121	Prior Authorization of Antibiotics, GI and Related Agents—Pharmacy Services	12/12/18	01-18-36 02-18-31 03-18-32 08-18-39 09-18-37 11-18-31 14-18-32 24-18-33 27-18-36 30-18-31 31-18-37 32-18-31 33-18-36

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	Ch. 1121	Prior Authorization of Hypoglycemics, Insulin and Related Agents—Pharmacy Services	12/13/18	01-18-30 02-18-25 03-18-26 08-18-33 09-18-31 11-18-25 14-18-26 24-18-27 27-18-30 30-18-25 31-18-31 32-18-25 33-18-30
	Ch. 1121	Prior Authorization of Hypoglycemics, TZDs—Pharmacy Services	12/13/18	01-18-33 02-18-28 03-18-29 08-18-36 09-18-34 11-18-28 14-18-29 24-18-30 27-18-33 30-18-28 31-18-34 32-18-28 33-18-33
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	Ch. 1121	Prior Authorization of Hypoglycemics, Incretin Mimetics/Enhancers—Pharmacy Services	12/13/2018	01-18-29 02-18-24 03-18-25 08-18-32 09-18-30 11-18-24 14-18-25 24-18-26 27-18-29 30-18-24 31-18-30 32-18-24 33-18-29
	Ch. 1121	Prior Authorization of Oncology Agents, Oral—Pharmacy Services	12/13/18	01-18-34 02-18-29 03-18-30 08-18-37 09-18-35 11-18-29 14-18-30 24-18-31 27-18-34 30-18-29 31-18-35 32-18-29 33-18-34

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	Ch. 1121	Prior Authorization of Kalydeco (ivacaftor)—Pharmacy Services	12/13/18	01-18-32 02-18-27 03-18-28 08-18-35 09-18-33 11-18-27 14-18-28 24-18-29 27-18-32 30-18-27 31-18-33 32-18-27 33-18-32
	Ch. 1121	Prior Authorization of Orkambi (lumacaftor/ivacaftor)—Pharmacy Services	12/13/18	01-18-35 02-18-30 03-18-31 08-18-38 09-18-36 11-18-30 14-18-31 24-18-32 27-18-35 30-18-30 31-18-36 32-18-30 33-18-35
	Ch. 1101	Service Location Enrollment Deadline	12/19/18	99-18-11
	Ch. 1245	Fee Increases for Certain Ambulance Transportation Services	12/24/18	26-18-01
	Ch. 1243	Updates to Laboratory Services on the Medical Assistance Program Fee Schedule; Prior Authorization for Noninvasive Prenatal Screening (NiPS)	01/02/19	01-19-01 08-19-01 09-19-01 28-19-01 31-19-01 33-19-01
	Ch. 1121	Prior Authorization of Anticonvulsants—Pharmacy Services	01/18/19	01-19-06 02-19-05 03-19-05 08-19-08 09-19-06 11-19-05 14-19-05 24-19-05 27-19-06 30-19-05 31-19-06 32-19-05 33-19-06
	Ch. 1121	Preferred Drug List (PDL) Update January 28, 2019—Pharmacy Services	01/18/19	01-19-04 02-19-03 03-19-03 08-19-06 09-19-04 11-19-03 14-19-03 24-19-03 27-19-04 30-19-03 31-19-04 32-19-03 33-19-04

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	Ch. 1121	Prior Authorization of Antiparkinson’s Agents— Pharmacy Services	01/18/19	01-19-09 02-19-08 03-19-08 08-19-11 09-19-09 11-19-08 14-19-08 24-19-08 27-19-09 30-19-08 31-19-09 32-19-08 33-19-09
	Ch. 1121	Prior Authorization of Pulmonary Arterial Hypertension (PAH) Agents, Oral and Inhaled— Pharmacy Services	01/18/19	01-19-07 02-19-06 03-19-06 08-19-09 09-19-07 11-19-06 14-19-06 24-19-06 27-19-07 30-19-06 31-19-07 32-19-06 33-19-07
	Ch. 1121	Prior Authorization of Alpha-1 Proteinase Inhibitors—Pharmacy Services	01/18/19	01-19-08 02-19-07 03-19-07 08-19-10 09-19-08 11-19-07 14-19-07 24-19-07 27-19-08 30-19-07 31-19-08 32-19-07 33-19-08
	Ch. 1121	Prior Authorization of Antihyperuricemics—Pharmacy Services	01/18/19	01-19-05 02-19-04 03-19-04 08-19-07 09-19-05 11-19-04 14-19-04 24-19-04 27-19-05 30-19-04 31-19-05 32-19-04 33-19-05

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	Ch. 1121	Prior Authorization of Symdeko (tezacaftor/ivacaftor)— Pharmacy Services	01/21/19	01-19-02 02-19-01 03-19-01 08-19-03 09-19-02 11-19-01 14-19-01 24-19-01 27-19-01 30-19-01 31-19-02 32-19-01 33-19-02
	Ch.1101 1150	Changes to Third-Party Liability Requirements for Claims for Prenatal Services	03/01/19	01-19-12 05-19-01 08-19-14 09-19-12 31-19-12 33-19-12 47-19-01
	Ch. 1101 1150	Update to the Administration of the Human Papillomavirus (HPV) Vaccine	04/05/19	01-19-11 08-19-13 09-19-11 31-19-11 33-19-11
	Ch. 1241	2019 Recommended Childhood and Adolescent Immunization Schedule	04/22/19	99-19-01

**GUIDANCE MANUALS:**

- Provider Handbook—Physician—updated 10/2017
- Provider Handbook—Dentist—updated 10/2017
- Provider Handbook—Podiatrist—updated 10/2017
- Provider Handbook—Medical Supplier—updated 10/2017
- Provider Handbook—Short Procedure Unit/Ambulatory Surgical Center—updated 10/2017
- Provider Handbook—Chiropractor—updated 10/2017
- Provider Handbook—Birth Centers—updated 10/2017
- Provider Handbook—Independent Medical/Surgical Clinic—updated 10/2017
- Provider Handbook—Inpatient Hospital (Encompasses provider types General Hospital, Rehabilitation Hospital, Private Mental Hospital, State Mental Hospital and Extended Acute Psychiatric Care—updated 10/2017)
- Provider Handbook—Outpatient Hospital (Encompasses provider types General Hospital, and Rehabilitation Hospital)—updated 10/2017
- Provider Handbook—Optometrist—updated 10/2017
- Provider Handbook—Independent Laboratory—updated 10/2017
- Provider Handbook—Ambulance Company—updated 10/2017
- Provider Handbook—Pharmacy—updated 10/2017
- Provider Handbook—Portable X-Ray Provider—updated 10/2017
- Provider Handbook—Renal Dialysis Center—updated 10/2017
- Provider Handbook—Funeral Director—updated 10/2017
- Provider Handbook—Home Health Agency—updated 10/2017
- Provider Handbook—Rural Health Clinic—updated 10/2017
- Provider Handbook—Drug and Alcohol Clinic—updated 10/2017
- Provider Handbook—Outpatient Psychiatric Clinic—updated 10/2017
- Provider Handbook—Family Planning Clinic—updated 10/2017

- Provider Handbook—Midwives—updated 10/2017
- Provider Handbook—Psychiatric Partial Hospitalization Facility—updated 10/2017
- Provider Handbook—Hospice—updated 10/2017
- Provider Handbook—Psychologist—updated 10/2017
- Provider Handbook—Comprehensive Outpatient Rehabilitation Facility—updated 10/2017
- Provider Handbook—Physical Therapist—updated 10/2017
- Provider Handbook—Certified RN Anesthetist—updated 10/2017
- Provider Handbook—Certified RN Practitioner—updated 10/2017
- Provider Handbook—Early Periodic Screening, Diagnosis and Treatment (EPSDT) Provider updated 10/2017
- Provider Handbook—Nutritionist—updated 10/2017
- Provider Handbook—PA Department of Aging (PDA) Waiver—updated 10/2017
- Provider Handbook—COMMCARE Waiver updated 10/2017
- Medical Assistance Transportation Program—Standards and Guidelines updated 11/2016

**OTHER:**

- PA 67 Section 1915(b) Waiver

**Office of Long-Term Living—Contact: Jennifer Hale (717) 346-0495**

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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	06/28/99	1187-99-01 35-99-05 36-99-05
2008		Nursing Facility Documentation Requirements for Movable Equipment that is Rented or Leased	07/07/08	03-08-04
2009		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		Office of Long Term Living Home and Community Based Program Policy Clarification Update (Omnibus Bulletin)	11/23/10	05-10-08 51-10-08 55-10-08 59-10-08
		Nursing Home Transition Outreach Form	10/08/10	05-10-05 51-10-05 52-10-05 55-10-05 59-10-05
		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
2011		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

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		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
2012	CH. 1187	Nursing Facility Participation Review Process and Guidelines—statement of policy	06/30/12	42 Pa.B. 3748
	CH 52	OLTL Service Coordination Rate in Effect	07/14/12	42 Pa.B. 4545
	CH 52	OLTL Rate for Enrollment	06/30/12	42 Pa.B. 381
	CH 52	OLTL Fee Schedule Rates established	06/09/12	42 Pa.B. 3343
2013	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	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
	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	43 Pa.B. 589
	CH 52	OLTL Service Coordination Rate Increase	01/26/13	43 Pa.B. 590
	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
	—	Preventable Serious Adverse Events in Nonpublic and County Nursing Facilities	09/13/14	03-14-08
2014		Final Fee Schedule Rates for Personal Assistance Services (Agency)	09/13/14	44 Pa.B. 5935
		Final Fee Schedule Rates for Personal Assistance Services (Consumer)	09/13/14	44 Pa.B. 5935
		Final Fee Schedule Rates for Service Coordination Services	09/13/14	44 Pa.B. 5935
	CH 52	Service Coordination After-Hours Coverage	06/19/14	51-14-07 55-14-07 59-14-07



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		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
		OLTL Home and Community-Based Services Service Authorization Form	01/15/14	51-14-01 55-14-01 59-14-01
	CH 52	Critical Incident Management	04/16/15	05-15-02 51-15-02 54-15-02 55-15-02 59-15-02
2015	CH 52	Rescission of HCBS Directives, Bulletins and other Policy Documents	10/27/2015	54-15-03 59-15-03
		Medical Assistance Fee Schedule; Addition of Maximum Overtime Rates for Personal Assistance Services (Consumer) and Respite (Consumer)	01/02/16	46 Pa.B. 106
2016		Medical Assistance Fee Schedule Revisions in the Aging, COMMCARE, Independence and OBRA Waivers	01/02/16	46 Pa.B. 107
		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
		Employment and Employment Related Services	07/26/2016	59-16-07
		Organized Health Care Delivery System	08/29/2016	59-16-11
		Guidance for Nursing Facilities—MDS Section Q	10/03/2016	03-16-10 59-16-10
		Individual Service Plan Development, Review, and Implementation	10/14/2016	59-16-13
		Nursing Home Transition Program Changes	10/28/2016	59-16-09
		Participant Reviews Home and Community-Based Settings Requirements	12/28/2016 12/28/2016	59-16-12 59-16-14
		Medical Assistance Fee Schedule; Final Rates for Additional Services Added to the COMMCARE and Independence Waivers	11/19/16	46 Pa.B. 7398
2018		Standardized Participant Information Packet	01/16/2018	59-18-01
		Revised Pennsylvania Preadmission Screening Resident Review (PASRR) Level I Identification Form (MA 376)	08/01/2018	01-18-03 03-18-03 07-18-03 59-18-03

<i>Year</i>	<i>Code Citation(s)</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		Revised Pennsylvania Preadmission Screening Resident Review (PASRR) Level II Evaluation Form (MA 376.2)	08/01/2018	01-18-04 03-18-04
		Electronic Submission of the Cost Report (MA-11) Form for Reporting Periods Ending 12/31/18 and Thereafter	09/04/2018	03-18-05
		Rescission of HCBS Directives, Bulletins and Other Policy Documents	09/17/2018	59-18-06
2019		Standardized Physician Certification Form	01/29/2019	59-19-01
		Act 150 Program Sliding Fee Scale for Calendar Year 2019	02/11/2019	54-19-02 59-19-02
		Hearings and Appeals	02/11/2019	59-19-03
		Implementation of the Functional Eligibility Determination Process	04/01/2019	IEB-19-04 IAE-19-04 07-19-04

#### **GUIDANCE MANUALS: Bureau of Home and Community Based Services**

- Aging Medicaid Waiver #279
- Attendant Care Waiver #277
- OBRA Medicaid Waiver #0235
- Independence Medicaid Waiver #0319
- Community HealthChoices 1915(b)/(c) waiver—effective January 1, 2019
- Community Health Choices Agreement 2019

#### **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.6.0*
- *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: Amy Grippi (717) 783-7664**

#### **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
	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 Interdepartmental 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
1985	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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
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	08/31/87	3140-87-02
	Ch. 3170	Service Departments		3170-87-01
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	08/15/96	00-96-06
		Implementation and Compliance with MEPA		
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
	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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	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
	Ch. 3350	Implementation of Safe and Timely	05/12/08	99-08-01
	Ch. 3490	Placement of Foster Children Act		
	Ch. 3700	(P.L. 109-239)		
	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	Impact of Act 109 on Agency Operations	12/29/08	Special Transmittal
	Ch. 3350			
	Ch. 3700			
2009		Act 76 of 2007	01/07/09	Special Transmittal

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	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 Permanent Legal Custodian	05/03/10	3130/10/01 3130/10/02 3140/10/03
		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
	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 Family's 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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
	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 YDC/YFC Interim Per Diem Rates Effective July 1, 2012	02/15/12 08/02/12	00-12-01 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 Family's 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	<i>Federal Title IV-E Invoicing Procedures Manual</i>	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
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	05/30/14	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 Family's 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, 2015	07/01/15	00-15-02
	Ch. 3140	Fiscal Year 2016-17 Children, Youth and Family's Needs-Based Plan and Fiscal Year 2015-16 Implementation Plan Instructions	05/15/15	3140-15-01
		Policy Clarification Termination of Parent Rights for Adoption Assistance	03/27/15 01/08/16	3140-15-01 3140-15-02

Year	Code Citation	Subject	Date Issued	Bulletin Number
2016	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
			07/01/16	00-16-01
2017	Ch. 3140	YDC/YFC Interim Per Diem Rates Fiscal Year 2016-2017 and 2017-2018 Fiscal Year 2017-18 Children, Youth and Family's Needs-Based Plan and Fiscal Year 2016-17 Implementation Plan Instructions	06/06/16	3140-16-01
			07/10/17	00-17-01
2018	Ch. 3350	YDC/YFC Interim Per Diem Rates Fiscal Years 2017-2018 and 2018-2019 Statewide Adoption and Permanency Network Unit of Service Payment Rates and Programmatic Changes	05/23/17	3350-17-01
	Ch. 3700 +3680	Policy Clarification: Immunization Requirements for Prospective Resource Parents	01/23/18	3680-18-02 3700-18-02
	Ch. 3140	<i>Federal Title IV-E Invoicing Procedures Manual</i>	02/15/18	3140-18-02
	Ch. 3140	Fiscal Year 2019-20 Children, Youth and Family's Needs-Based Plan and Fiscal Year 2018-19 Implementation Plan Instructions	05/14/18	3140-18-03
	Ch. 3350	Statewide Adoption and Permanency Network Unit of Service Payment Rates and Programmatic Changes	06/11/18	3350-18-02
		YDC-YFC Interim Per Diem Rates FYs 2018-19 and 2019-2020	06/27/18	00-18-01
	Ch. 3130	Revised and Reissued Indian Child Welfare Act	07/20/18	3130-18-02
	Ch. 3130	Concurrent Planning Policy and Implementation	07/20/18	3130-18-06
	Ch. 3130	Relative Notification and Definition of a Sibling (Reissued)	09/13/18	Special Transmittal
	Ch. 3130, 3700, +3800	Reasonable and Prudent Parenting Standards	09/27/18	3800-18-01 3700-18-03 3130-18-04
	Ch. 3490	Policy Clarification: Release of GPS Referral Source to Parents	11/06/18	3490-18-01
	Ch. 3680	Policy Clarification: Health requirements for children adopted by a prospective resource parent & whether they are required to immunize their own children	11/06/18	3680-18-02
2019	Ch. 3170	Requirements for Reimbursement of Placement Services to Children in Substitute Care	03/08/19	3170-19-01
	Ch. 3350	Statewide Adoption and Permanency Network Unit of Service Payment Rates and Programmatic Changes	06/07/19	3350-19-02

**GUIDANCE MANUALS:**

- 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: Jean Rush (717) 346-3361

## 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	
1981	Ch. 4210	Office of Mental Health County Program Record Retention Policy	02/17/81	5000-81-01	
	Ch. 4226		05/05/81	99-81-23	
	Ch. 5100	Eligibility of “At Risk” Children for MH/MR Services	02/20/81	6000-81-02	
	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	12/07/81	99-81-59	
	Ch. 4000	Funding of Early Intervention Services for Children Identified as MR, Mentally Disabled, or At Risk	12/21/81	99-81-49	
1982	Ch. 4210	Responsibility for Collection of Tuition Exp. Under Act 199 of 1980 for Out-of-State Residents	03/17/82	199-82-01	
		Procedures for Discharge of Mentally Retarded Patients at State Mental Hospitals	04/02/82	99-82-14	
	Ch. 11	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. 5310	Building Occupancy Requirement for CRR Service Providers	06/25/82	8000-82-06	
	Ch. 11		Vecchione Competency Determinations, Procedures, and Alternatives	07/16/82	99-82-33
	Ch. 5100	Voting Rights and Procedures	08/17/82	99-82-36	
	Ch. 11		New Vecchione Petition Forms	08/20/82	99-82-39
	Ch. 5310	Community Residential Rehabilitation Services for Young Adult Clients	09/15/81	99-82-50	
	Ch. 11		Monitoring the Guardianship Petitioning Process at State Centers and State Mental Hospitals	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
		1150		Guardianship Petitioning Process—Redeterminations	07/18/83
Ch. 11		Informed Consent to Non-Psychiatric Health Care at State Mental Hospitals.	08/02/83	99-82-47	
Ch. 5100			Referral Procedures for “Guilty but Mentally Ill” Individuals	08/08/83	
Ch. 5100		Notification of State Mental Hospital 302 Commitments	08/08/83	99-83-26	
Ch. 5100		Guidelines for the Development of Children’s Community Residential Rehabilitation Services (CRRS) Programs	08/08/83	99-83-23	
Ch. 5100			09/15/83	99-83-29	
Ch. 5310		Patient Care Review Committee	09/15/83	99-83-35	
Ch. 5310		Child and Adolescent Partial Hospitalization Programs Associated with School Programs	09/21/83	99-83-38	
Ch. 5210		Guidelines for Voluntary and Involuntary Patients Refusing Physical Examination on Admission	11/14/83	99-83-41	
Ch. 5100	11/22/83		99-83-42		
Ch. 20	Expiration of 4th Provisional Cert. of Compliance	12/15/83	99-83-42		
1984	Ch. 20			99-83-49	
	Ch. 13	Charges for Evaluation and Reports Requested by OVR	04/13/84	99-84-11	
	Ch. 4300	Guidelines for the Physical Structure of Seclusion Rooms	05/01/84	99-84-19	
	Ch. 4210	County Indirect Cost Allocation Plan Guidelines	06/13/84	99-84-22	
	Ch. 5100				
		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	



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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	05/21/86	99-86-16
		Community Support Programs: The Job Training Partnership Act	03/18/86	99-86-10
		Families of Mentally Ill Self Help Movement	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
	Ch. 4305	Revised MH/MR Client Liability Community Services Regulations	01/08/87	4305-87-01
		Model Policy and Procedures AIDS/HIV	07/22/87	99-87-26
		Blind/Visually Impaired Patients	01/15/87	99-87-08
		The Consumer's Self-Help Alternative	01/15/87	99-87-05
	Ch. 3490	OMH Policy on Application of Act 33 and Administrative Bulletin 00-85-96	01/16/87	99-87-04
1988	Ch. 4305	Quarterly Liability Summaries	01/29/88	4305-88-01
	Ch. 1151 1163	MA Revisions to Chapters 1151 and 1163 Regulations	06/29/88	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
		Accessiblilty 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

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1991	Ch. 1151	Certification of Need—Medical Assistance Patients Under the Age of 21	06/24/91	13-91-01
	Ch. 1153	Clozaril Monitoring and Evaluation Visit	11/06/91	29-91-07
	Ch. 5100	Physicians Services Coverage Annual Income and Expenditure Reports Certification and Appeal Process	06/10/91	SMH-91-03
	Ch. 4300	Patient/Client Information System	10/21/91	OMH-91-13
		MA Patients Under 21—Certification of Necessity	07/01/91	OMH-91-09
		Transmittal of General Family Based Mental Health Services Program Issues	04/30/91	OMH-91-05
1992	Ch. 1151	OMAP Independent Team—Certification of Need—MA Patients Under the Age of 21	02/27/92	OMH-91-19
	Ch. 1151	Clozapine Support Services	02/21/92	13-92-03
	Ch. 1153	Community Residential Rehabilitation Services (CRRS)	01/31/92	01-92-04
	Ch. 5310	Length of Stay Policy	04/03/92	OMH-92-05
	Ch. 5310	Clarification of CRR Regulation Section 5310.33(e)	04/03/92	OMH-92-06
	Ch. 5100	Policy and Guidelines on Ensuring the Protection of Human Rights (Patient Rights)	04/03/92	OMH-92-07
		Patient Care Evaluation Studies	05/05/92	SMH-92-01
		MH Crisis Intervention Services Implementation	06/24/92	OMH-92-16
		Community Integrated Employment Program Definitions	10/15/92	OMH-92-12
		<i>Patient Abuse Investigations Investigator's Resource Manual</i>	11/10/92	OMH-92-14
	Ch. 14		12/14/92	
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
		Patient Smoking		01-93-04
		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
	Ch. 1101	Cooperation with Utilization Review	07/30/93	OMH-93-09
		MH Crisis Intervention Service Guidelines	09/17/93	OMH-93-08
	Ch. 4210	Medical Assistance for Children	08/09/93	OMH-93-10
			09/15/93	00-93-23
	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	02/23/94	OMH-94-02
				OMH-94-07
				OMH-94-09

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	Ch. 1101	180-Day Exception Requests and Invoice Submission Time Frames	04/11/94	OMH-94-05 33-94-04
	Ch. 1101	180-Day Exception Requests and Invoice Submission Time Frames Serious Mental Illness: Adult Priority Group	05/27/94 03/04/94	01-94-05 SMH-94-02
	Ch. 1153	Prior Authorization of Partial Hospitalization Services for Children Beyond the Limit of Total Number of Hours Plan of Care Summary Form Referenced in 01-94-01 Guidelines for Assuring Accessibility of State Mental Hospital Services for Person who are Hearing Impaired	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
	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	Room and Board Payments for MH-only Children in Residential Facilities Which are Not JCAHO Accredited	04/03/95	1165-95-01 4000-95-01
	Ch. 1101	Signature Requirement	02/01/95	01-95-01
	Ch. 5100	Crime Victim Notification: Act 155 Expanding the Bill of Rights for Victims of Crime	08/25/95	SMH-95-01
	Ch. 20	License/Approval Process for Community Based Mental Health Service Programs	06/12/95	OMH-95-08 OMH-95-05
		Guidelines for Safeguarding Patient Property	03/01/95	OMH-95-04 OMH-95-03
		Distribution of PARF Position Statement for State Hospital Vocation Adjustment Services	03/15/95	
		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	

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1997	Ch. 14	Reporting Alleged Neglect of Care of Dependent Persons under Act 28 of 1995	01/15/97	OMH-97-01
	Ch. 4305	Quarterly Liability Summaries Supplement and Amendment	02/07/97	00-97-02
		Role of State Mental Hospital and Restoration Center Boards of Trustees	3/21/97	SMH-97-01
	Ch. 1150	Training for EPSDT Expanded Services Providers (Provider Type 50) on Completing MA Invoices	07/07/97	50-97-03
		Change in Billing Procedures for Psychotherapy	07/14/97	28-97-06 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
	Ch. 1153	Clozapine Support Services	12/29/98	01-98-19
		Change in Billing Procedure for Behavioral Health Rehabilitation Services	07/10/98	01-98-10
Ch. 1163	Revision of Utilization Guidelines for Inpatient Hospital Drug and Alcohol Services under MA	05/18/98	01-98-06	
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>Emeriti 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 Ch. 1223	Increase Fees for Outpatient Psychiatric Clinics, Psychiatric Partial Hospitalization Programs and Outpatient Drug and Alcohol Clinics	06/23/99	28-99-03 29-99-02 33-99-01
	Ch. 1141	Maximum Allowable Rates of Reimbursement for Psychiatric Physicians	03/24/99	OMHSAS-99-02 OMHSAS-99-06
	Mental Health Research Involving Human Subjects	07/28/99	OMHSAS-99-10	
	Ch. 4300	Sanctions Policy for Noncompliance with MH/MR Income and Expenditure, Consolidated Waiver, and Cost Settlement Reporting Requirements	11/02/99	
2000		Guidelines for Identifying Persons with Mental Retardation and Mental Illness for State Mental Health Hospital Discharge	05/15/00	00-00-04

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	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	08/21/00	28-00-03
		Changes in Terminology in MA Program Fee Schedule for Type of Services/Procedure Code AG/W1855	03/13/00	28-00-01
		Freedom of Choice for MA Recipients Requiring Behavioral Health Services	12/29/00	01-00-16
		Prior Authorization of Therapeutic Staff Support Services	12/29/00	01-00-13
	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
		Behavior Specialist Consultant and Mobile Therapist	4/26/01	01-01-04
	Ch. 4300	Community Support Services Fee Schedule	06/01/01	OMHSAS-01-02
		Revisions to Policies and Procedures Relating to Mobile Therapy and Behavioral Specialist Consultant	06/01/01	01-01-05
		Addition of Behavioral Health Rehabilitation Services (BHRS) to the MA Fee Schedule	06/21/01	01-01-07
		The Use of Restraint and Seclusion in Psychiatric Residential Treatment Facilities (RTF)	07/23/01	53-01-01
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
	Ch. 1101	Generic Drugs	04/01/02	SMH-02-01
		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	03/06/02	01-02-05
		Reminder to Providers who Prescribe BHRS of Documentation Requirements	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
	Ch. 4300	Community Support Services Fee Schedule	07/01/03	OMHSAS-03-01
		Additional Place of Service (Office) for Psychotherapy	01/06/03	01-03-01
		Availability of Training for Completion of Provider BHRS Reports	01/31/03	01-03-02

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	Ch. 1101	Site Visits and Access to Records by Pennsylvania Protection and Advocacy, Inc.	02/19/03	00-03-02
		Process to Handle Residential Treatment Facility Reports of Death, Serious Injury, or Attempted Suicide (Serious Occurrences)	06/13/03	53-03-01
	Ch. 1101	Obligation of MA Providers Participating in Managed Care Delivery System to Comply with MA Regulations	08/01/03	99-03-09
		OMHSAS Bulletin Series Update (1980-2003)	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	11/30/04	08-04-05
		Discontinuation of the Provider BHRS Reports and Issuance of the BHRS Provider Handbook	11/30/04	08-04-06
		Revision to STAP Annual Service Description Requirements	12/23/04	08-04-07
		Employee and Contractor's Use of Personal Pager and Cellular Telephones	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			
	Ch. 1151	BH-FFS Transfer from OMAP to OMHSAS	08/15/06	OMHSAS-06-07
	Ch. 1153			
	Ch. 1223			

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	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
		Responsibility of MA Providers to Provide Requested Medical/Psychological Information to the Disability Advocacy Program		99-07-08
	Ch. 1101		05/18/07	
	Ch. 5100	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
	Ch. 1151			
	Ch. 1163			
	Ch. 5310			
	Ch. 5320			
2008	Ch. 5310	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-08-01
	Ch. 5320			
		Assertive Community Treatment (ACT)	09/02/08	OMHSAS-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
				SMH-P-08-04
		Consumer Possession and Use of Cellular Telephones	03/20/08	
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	Use of Restraints, Seclusion and Exclusion in State Mental Hospitals and Restoration Center	11/30/09	OMHSAS-09-06
	Ch. 13			
	Ch. 1150			
	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	3800-09-02
	Ch. 3800	Prone Restraints in Children's Facilities	12/19/09	
2010	Ch. 1153	Medication Prescribing Practices of CRNP's in Mental Health Programs	03/27/10	OMHSAS-10-01
	Ch. 2380			
	Ch. 5200	and Mental Retardation Programs		
	Ch. 5210			
	Ch. 6400			
	Ch. 6500			
	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

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		Psychological/Psychiatric/Clinical Re-Evaluation and Re-Authorization for Behavioral Health Rehabilitation (BHR) Services	07/09/10	OMHSAS-10-04
	Ch. 4210	Referrals for Admission from Department of Corrections and County Jails	02/01/10	SMH-P-10-01 SMH-P-10-02
	Ch. 5100	Response to Incident of Alleged Improper Sexual Behavior	03/10/10	SMH-P-10-03
	Ch. 14	State Hospital Referrals for Potential Nursing Home Placement	11/17/10	SMH-10-01
		Management of Incidents of Incidents: SI-815 Incident reporting and Risk Management Policy and Procedural Change	11/10/10	
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
		Unscheduled Use of Medication in the State Hospital System PRN and STAT Medication Orders	04/26/11	SMH-11-01
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. 5221	Mental Health Targeted Case Management (TCM) Documentation Requirements	06/14/12	OMHSAS-12-03
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
		<i>Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM 5)</i> Information Sharing Policies and Procedures—Those who Supervise Foster Children and PH	09/05/14	OMHSAS-14-04
		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



<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2016	Ch. 1500	Mental Health Emergency Services Guidelines	01/08/16	OMHSAS-16-01
		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	05/10/16	OMHSAS-16-05
		Payment for Room and Board when Services are Provided by a CARF or COA Accredited Residential Treatment Facility (RTF)	05/16/16	OMHSAS-16-06
		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 and Therapeutic Staff Support Services to Provide Applied Behavioral Analysis to Children with Autism Spectrum Disorder	06/06/16	OMHSAS-16-08
		Security Guidelines for Regional Forensic Psychiatric Centers	06/23/16	OMHSAS-16-11
	Ch. 1101	Admissions, Transfers, Level of Care and Service Area Designation for the Regional Forensic Psychiatric Centers	07/14/16	OMHSAS 16-12
		Nursing Home Pre-Admission Screening and Resident Review Requirements Related to Mental Health Services Peer Support Services—Revised	11/10/16	99-16-15
		(OMAP/OMHSAS) Payment for Claims for Services Provided to Children and Adolescents for the Diagnostic Assessment and Treatment of Autism Spectrum Disorder	12/12/16	
2017		Reissue of Medical Necessity Guidelines for Applied Behavioral Analysis Using Behavioral Specialist Consultant-Autism Spectrum Disorder and Therapeutic Staff Support Services	08/17/16	
		Applied Behavioral Analysis using Behavioral Specialist Consultant-Autism Spectrum Disorder and Therapeutic Staff Support Services	1/13/17	OMHSAS 17-01
		Special Pharmaceutical Benefits Program—Mental Health Physician/Certified Registered Nurse Practitioner Collaboration Procedures	01/13/17	OMHSAS 17-02
			08/29/17	OMHSAS-17-03
2018		Consent to Mental Health Treatment for Minor Children	08/29/17	OMHSAS-17-04
2019		Admissions, Discharges, and Continuity of Care for State Mental Hospitals	06/29/18	OMHSAS-18-01
			06/29/18	OMHSAS-19-01

**GUIDANCE MANUALS:**

- Community Hospital Integration Projects Program (CHIPP) Guidelines
- Updated Olmstead Plan for Pennsylvania's Mental Health System

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**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	2/17/02	99-82-02

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		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
	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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		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
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	9/20/95	00-95-19
		Act 28 of 1995		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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		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
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
		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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		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 Certified Investigations	5/10/04	00-04-08
		Limited English Proficiency (LEP)	9/16/04	00-04-11
		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	1/20/05	00-04-13
		Alternative Sanction Guidelines for ICF/MR Medical Assistance Certification	1/28/05	00-04-14
2005		Cost Settlement Policy and Procedures for Community-Based Medicaid Initiatives	1/28/05	00-04-15
		Issuance of Audit Guide for Non-State Operated Intermediate Care Facilities for the Mentally Retarded	8/15/05	OMHSAS-05-01
		Services Requiring Third Party Insurance Review Prior to Consideration for Waiver Payment	11/30/04	00-05-01
		Life sharing through Family Living	7/5/05	00-05-03
		Office of Mental Retardation Policy on Employment	8/8/05	00-05-04
2006		Employment for Individuals in ICFs/MR	12/20/05	00-05-07
		Elimination of Restraints through Positive Practices	4/5/06	00-06-08
		Payment for Sign Language Interpreters and/or Translators	5/1/06	00-06-09
		Service Review Protocol for Individuals in the Consolidated and Person Family Directed Support Waivers	5/10/06	00-06-10
		<i>Prioritization of Urgency of Need for Services (PUNS) Manual</i>	9/7/06	00-06-13
2007		Overview of Supports Intensity Scale® (SIS®) and the PA Plus (Attachment)	12/22/06	00-06-15
	Ch. 4300	Administrative Entity and Provider Contracts (Statement of Policy)	4/26/07	00-07-02
2008		Implementation of Act 179 of 2006 and Act 73 of 2007 Amending the Child Protective Services Law	8/17/07	4300-07-05
		Procedures for Service Delivery Preference	06/27/08	3490-08-03
		Individual Eligibility for Medicaid Waiver Services	1/30/08	00-08-03
		Due Process and Fair Hearing Procedures for Individuals with Mental Retardation	3/5/08	00-08-04
		Agency with Choice Financial Management Services (AWC FMS)	4/10/08	00-08-05
		Licensing Protocols and Procedures	4/28/08	00-08-08
		<i>Supports Intensity Scale (SIS) and PA Plus Manual</i>	6/17/08	00-08-10
		Vendor Fiscal/Employer Agent Financial Management Services	7/28/08	00-08-11
		Disability Rights Network Access to Records and Joint Investigations	8/13/08	00-08-14
		Communication Supports and Services	2/13/09	00-08-15
2009	Ch. 3800	Strategies and Practices to Eliminate the Use of Unnecessary Restraints	1/20/09	00-08-18
	Ch. 3800	Prone Restraints in Children's Facilities	12/19/09	3800-09-01
	Ch. 6200	Social Security Economic Recovery One-Time Payment	12/19/09	3800-09-02
2010		Medication Prescribing Practices of CRNPs in Mental Health Programs and Mental Retardation Programs	07/10/09	6200-09-05
		Educational Portions of "Non-Educational" Residential Placement	3/27/10	OMHSAS-10-01
			1/4/10	OMHSAS-10-02

Year	Code Citation	Subject	Date Issued	Bulletin Number
		Complex Case Planning	12/28/10	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
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		<i>Rescission of OMH-94-10, Account Structure Manual—Revised Cost Centers for County Mental Health and Mental Retardation Programs</i>	09/16/2015	00-15-03
2016		Targeted Services Management for Individuals with an Intellectual Disability	01/20/16	00-16-01
		Regulations—Use of Appropriate Technology	06/20/16	00-16-05
		Proposed Regulations—Home and Community-Based Support and Licensing	11/7/16	00-16-07
2017		Quality Management Strategy of the Office of Developmental Programs	06/20/17	00-17-01
		Claim and Service Documentation Requirements for Providers of Consolidated and Person/Family Directed Support Waiver Services and Targeted Services Management	7/21/2017	00-17-02
		Individual Support Plans for Individuals Receiving Targeted Support Management, Base Funded Services, Consolidated or P/FDS Waiver Services, or Who Reside in an ICF/ID	12/01/17	00-17-03
		Guidelines Concerning Sexual Health, Personal Relationships, and Sexuality	04/13/18	00-18-01
		Home and Community-Based Services (HCBS) Eligibility/Ineligibility/Change Form (PA 1768) and Instructions	05/10/18	00-18-02
		Health Care Quality Units	07/24/18	00-18-03

Year	Code Citation	Subject	Date Issued	Bulletin Number
		Interim Technical Guidance for Claim and Service Documentation	07/25/18	00-18-04
		Fee Schedule Rates and Methodology for Waiver Services TSM and Base-Funded Program Services	09/13/18	00-18-05
		Variance Form and Process: Requesting a Variance	09/17/18	00-18-06
		OVR Referrals for ODP Employment Related Services	02/14/19	00-19-01

**GUIDANCE MANUALS:**

- Everyday Lives, Values in Action
- Office of Developmental Programs Quality Assessment and Improvement Process
- Pennsylvania's Guide to Participant-Directed Services
- *Individual Support Plan (ISP) Manual for Individuals Receiving Targeted Services Management, Base Funded Services, Consolidated Waiver Services, P/FDS Services or Who Resides in an ICF/ID*
- Office of Developmental Programs Supports Coordinator Orientation
- *Independent Monitoring for Quality (IM4Q) Manual*
- *Enterprise Incident Management System (EIM) Manual*
- *Certified Investigator Manual*
- *PUNS Manual*
- *Supports Intensity Scale™ (SIS™) and PA Plus User's Manual*
- Gold Book
- *AAW 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
- *ACAP Participant Handbook*—Bureau of Autism Services/Keystone Autism Services
- *ACAP Provider Manual*—Bureau of Autism Services/Keystone Autism Services
- *Best Instructional Practices Manual*—Bureau of Autism Services
- *Periodic Risk Evaluation (PRE) Manual*—Bureau of Autism Services
- *Goal Attainment Scaling (GAS) Manual*—Bureau of Autism Services

**INFORMATIONAL PACKETS:**

- PROMISE Billing Quick Reference Error Status Codes Informational Packet (#014-09)
- 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)
- Use of SNAP for Individuals Residing in GLAs Informational Packet (#015-12))
- 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)
- Incident Management Clarification of Responsibilities for the Supports Coordination Organizations (#072-13)
- Amendments to 55 Pa. Code Chapter 6000, Statements of Policy, Subchapter Q as a result of Adult Protective Services (#031-15)

**INFORMATIONAL MEMOS:**

- Viewing Service Utilization in HCSIS for AEs Informational Memo (#005-09)
- Electronic Funds Transfer Option Informational Memo (#006-09)
- 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)
- 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)
- Admissions to State Operated ICFs/ID Informational Memo (#045-12)
- Reporting Unauthorized Restrictive Interventions Informational Memo (#080-12)
- Clarification to ODP Communication #098-12 Residential Vacancy Management Informational Memo (#103-12).
- Implementation Instructions on QM Plans Informational Memo (#107-12)
- Incident Investigation Determination Informational Memo (#110-12)
- NPI Number Required on All Claim Types Informational Memo (#001-13)
- Background Check Requirements Informational Memo (#030-13)
- Secondary Transition Website Informational Memo (#059-13)
- Communication Assistance Compliance Standards for Individuals who are Deaf (#018-15)
- Incident Report Finalization (#025-15)
- Helpful Resources from the PA Department of Transportation (#034-15)
- Implementation Instructions for Providers, including SCOs on Quality Management Plans (#038-15)
- Enforcement Actions against Noncompliant ODP Intellectual Disability Waiver Providers (#062-15)

## ODP ANNOUNCEMENTS

- Applicant Orientation to Enrollment and Provision of Quality Services in the Intellectual Disability Service System (#23-16)
- Update to the Frequently Asked Questions (FAQ) Targeted Services Management Bulletin Document (#047-16)
- Provider Payment for Start-Up (Per Chapter 51) And Family Living Initiative (#055-16)
- Scheduling Support Service Workers to Work More than 40 Hours per Week in the Consolidated and P/FDS Waivers (#068-16)
- Clarifying the Provision of Home and Community Habilitation and/or Companion Services by Relatives and Legal Guardians in the Consolidated and P/FDS Waivers (#069-16)
- Everyday Lives Conference Session Materials Now Available (#070-16)
- CMS Quality Review Reports for the Consolidated and P/FDS Waivers Available Online (#071-16)
- ODPs Quality Management (QM) Certification Program Prerequisite Courses Available (#079-16)
- Professional Development Opportunities: SELN Employment Webinars (#081-16)
- MyODP.org Registration (#086-16)
- Individual Monitoring Tool Clarification of the New Employment Questions (#088-16)
- Policy clarification surrounding the role of Direct Care Workers (#094-16)
- Adding Communication Assessment Report Recommendations to Individuals Support Plans for Harry M Class Members (#099-16)
- Updated Administrative Fee Services Related to the Delivery of Vendor Services (#100-16)
- Everyday Lives Webinar Recording and Transcript Posted to MyODP (#101-16)
- Everyday Lives: Values in Action—Information Sharing and Advisory Committee Recommendations, Strategies, and Performance Measures is Available on MyODP.org (#004-17)
- Voter Registration Responsibilities (#011-17)
- Chapter 51: Office of Developmental Programs Home and Community-Based Services Regulation Questions and Answers (#021-17)
- Ordering or Prescribing Provider: National Provider Index Number Required on Claims (#022-17)
- New Resource for Individuals and Families Available: Find, Choose, and Keep Great DSPs (#023-17)
- Process for 180-Day and 365-Day “Timely Filing” Edits: Exception and Special Handling Requests (024-17)
- Quality Management Planning Resources Available on MyODP (#025-17)
- 2017 Updated Certified Investigator Manual Now Available (#029-17)
- Right to be Free from Abuse Notification Handout REISSUE, Update Pending (033-17)
- Process for 180-Day and 365-Day Timely Filing Edits: Exception and Special Handling Requests (Request Form) (#037-17)
- Supports Coordination Organization Directory Update (#038-17)
- Discontinuation of Life Sharing Ineligible Fees (#046-17)
- Provider Closure Notification Form (DP 1061) (#050-17)
- Guidance, Information and Resource Materials for Administrative Entities to Support the Inclusion of Individuals with the Diagnosis of Autism Spectrum Disorder (ASD) in Targeted Services Management (TSM), Consolidated and P/FDS Waivers (056-17)
- Go-Live of the New Quality Assessment & Improvement Process: All Self-Assessments Begin July 1, 2017 (#068-17)
- Additional Quality Assessment and Improvement Process Resources Available on MyODP (#072-17)
- Public Comment Opportunity: Draft Bulletin on Individual Eligibility for Consolidated and P/FDS Waiver Services (Draft Attachments) (#073-17)
- Now Available: The “Why”—Everyday Lives Module 1 of the Required Community Participation Supports Training (#075-17)
- Issuance of the Corrected Waiver Level of Care Reevaluation Form (079-17)
- FAQs Updated for Quality Assurance and Improvement Process Now Posted on My ODP (080-17)
- Version 7 Fiscal Year (FY) 2017-2018 FAQs (081-17)
- Now Available: New Community Participation Supports Training Modules—2. What are Community Participation Supports, 3. Where Community Participation Supports are Provided (082-17)
- NOW AVAILABLE: Transition of Behavioral Support in Residential Services Question and Answer Document (083-17)
- REISSUE SIS™ Urgent Request Process Quick Tips Sheet (084-17)
- New Courses on Person Centered Thinking and Dementia Care Are Available on MyODP (085-17)
- REISSUE Agency with Choice (AWC) Financial Management Service (FMS) Organization Listing (086-17)
- Community Participation Support Training Module 4: Inclusion/Integration Now Available on MyODP (090-17)
- Clarification on Requirements for Individual Support Plan Team Meetings for Change Requests in Community Participation Support Services (098-17)
- Now Available: New Community Participation Supports Training Module 5, Person Centered Planning (106-17)
- Guidance for Supports Coordinators and Administrative Entities for the Transition of Behavioral Supports for People Who Receive Residential Services in the Consolidated Waiver (111-17)
- Now Available: New Community Participation Supports Training Module 6: Introduction to Community Mapping (112-17)
- 117-17: Now Available: New Community Participation Supports Training Module 7 Building Relationships That Sustain a Community Life
- 119-17 Required Deaf Services Trainings on MyODP
- 120-17: New Supports Coordinator (SC) Orientation
- 125-17: Guidance for Individual Cap Exceptions for Person/Family Directed Support Waiver
- 126-17: CMS Approves the Targeted Support Management State Plan Amendment Effective August 20, 2017
- 009-18: Now Available: Quality Assessment and Improvement (QA&I) Statewide Aggregate Report of Self-Assessments for Cycle 1 Year 1



- 011-18: Waiver Renewal Implementation Provider Qualification Process
- 012-18: ISP Manual Update: Respite Camp Codes in the Consolidated, P/FDS and Community Living Waivers
- 016-18: Everyday Lives Conference Presentations Now Available
- 018-18: Supports Coordinator Orientation Curriculum New Course: You are the Keystone for Individuals and Families
- 019-18: Quality Management (QM) Recertification for 2016 ODP QM Certificate Holders
- 023-18: ISP Manual Update: Life Sharing Codes in the Consolidated and Community Living Waivers
- 026-18: Clarifications on Residential Service Staffing Ratios and Supplemental Habilitation in Residential Habilitation Services
- 028-18: Now Available: Life Sharing and Respite Question and Answer Document
- 029-18: REISSUE Community Participation Support ISP FY 18-19 Renewal Template
- 032-18: Certified Investigator Peer Review Spring Courses Now Open for Registration
- 035-18: Home and Community Based Services (HCBS) Settings Self-Assessment Period
- 037-18: Launch of the ISAC hub
- 039-18: Charting the Life Course Webcasts Now Available on MyODP
- 040-18: Guidance Fiscal Year (FY) 2018-2019 ISP Renewal Period
- 041-18: College of Employment Services
- 043-18: ODP Releases 2016-17 Annual Data Report
- 046-18: College of Employment Services ACRE Supplement Update
- 047-18: Webinar Recording Available Regarding Home & Community Based Services (HCBS) Provider Self-Assessment
- 050-18: Quality Assessment and Improvement Training Webinars June 14 2018 & June 21, 2018
- 053-18: Certified Investigator Report Administrative Review Manual and Supporting Items Are Now Available
- 054-18: Home and Community Based Services (HCBS) Settings Self-Assessment Status Update
- 055-18: Certified Investigator Program: Initial Certified Investigator and Peer Review Courses are Now Available
- 056-18: Process for Updating AE, SCO and Provider Contact Information for Quality Assessment and Improvement Process
- 059-18: Public Comment Opportunity-Waiver Amendments and Transportation (Per Trip) Fee Schedule Rates
- 060-18: Quality Assessment & Improvement Changes for Fiscal Year 2018-2019
- 061-18: Home and Community Based Services (HCBS) Settings Self-Assessment Status Update
- 062-18: Cycle 1, Year 2 Quality Assessment & Improvement Process: All Self-Assessments Begin July 1, 2018
- 063-18: Registration Now Open for Fall 2018 ODP Quality Management (QM) Certification Classes
- 065-18: Certified Investigator Forums: Registration Open for July Sessions
- 066-18: Palco, Inc. to be Statewide Vendor Fiscal/Employer Agent
- 067-18: Now Available—Transportation Trip Rate Assumptions Log and Waiver Amendment Public Comment Webinar
- 068-18: Informational Meetings Regarding Transition to New VF/EA
- 069-18: Extended Public Comment Opportunity Transportation (Per Trip) Fee Schedule Rates Fiscal Year (FY) 2018-2019
- 071-18 Addendum: Request for Approved Program Capacity and Noncontiguous Clearance
- 072-18: KEPRO to Administer SIS Assessments
- 073-18: Updated Contact MyODP Resource Accounts and New Listing of Archived Communications
- 076-18: Required Dual Diagnosis Training for Providers Newly Enrolling to Provide Residential Habilitation Services
- 079-18: College of Employment Services Webinar: (ACRE) Basic Employment Certification Overview August 28, 2018
- 080-18: Now Available: Quality Assessment and Improvement (QA&I) Annual Statewide Report for Cycle 1 Year 1 Fiscal Year (FY) 2017-2018
- 083-18: Housing Transition and Tenancy Sustaining Services
- 085-18: Now Available-Amendments to the Consolidated, Community Living, and P/FDS Waivers Approved by CMS
- 086-18: HCSIS Release 10.0 Newsletter Now Available
- 087-18: ODP Announces KEPRO's New SIS Scheduling Portal
- 088-18: Home and Community Based Services Provider Settings Self-Assessment Update 2
- 089-18: New Course Available: Dual Diagnosis Training
- 090-18: College of Employment Services ACRE Update Unlimited Seats Available
- 091-18: Additional Waiver Amendment Webinar Available
- 092-18: Clarification on Declining a Communication Assessment Report
- 093-18: Claim and Service Documentation Requirements Webcast and Webinars
- 095-18: Now Available Version 2 of the Community Participation Supports Question and Answer Document
- 096-18: Office of Developmental Program's First Comprehensive Employment Report
- 098-18: Now Available on MYODP Waiver Amendment Webinar Recording
- 099-18: Requesting an Enhanced Communication Rate for Services for Individuals Who Use Sign Language
- 100-18: Home & Community Based Services Provider Settings Self-Assessment Update 4
- ODP 101-18 (REISSUE): Support People Who Are Deaf or Hard of Hearing Special Training Series
- ODP 102-18: Delay in Transportation Trip Changes and Employment Credentials and Certificates
- ODP 103-18: ISAC Action Plan for Sexual Abuse Prevention Now Available
- ODP 105-18: Expectations for Supports Coordinators Regarding the Right to Be Free from Abuse
- ODP 106-18: Final Public Notice for Fee Schedule Rates and Department-Established Fees for Fiscal Year 2018-2019
- ODP 108-18: Home & Community-Based Services Settings Provider Self-Assessment Update 5
- ODP 109-18: Fair Hearing Request Form & Instructions
- ODP 19-001: 2017 ODP Quality Management (QM) Certificate Holders Now Due For Recertification by Dec. 31, 2019
- ODP 19-002: Office of Developmental Programs' Virtual Training Offerings January, February, & March 2019 UPDATE
- ODP 19-003: New Process for Residential Habilitation Vacancies

- ODP 19-004: Registration Now Open for Spring 2019 ODP Quality Management (QM) Certification Classes
- ODP 19-005: Initial Certified Investigator Course Available for Spring 2019
- ODP 19-006: *Medication Administration Manual*, Student Course, and Practicum Observer Access is Now Available
- ODP 19-007: Improving the Quality of Residential Services Report Available
- ODP 19-008: Social Security Administration Announces 2019 Cost of Living Adjustment
- ODP 19-009: ACRE Basic Certification Training for Providers of Supported Employment
- ODP 19-010: The Office of Developmental Programs (ODP) Provides Written Notice of Provider Re-qualification Requirements
- ODP-19-011: 2018 Everyday Lives: Values in Action—Information Sharing and Advisory Committee Recommendations, Strategies, and Performance Measures Now Available on MyODP.org
- ODP 19-012: UPDATED New Documentation Requirements for Individual Support Plans (ISPs) Within the Consolidated Waiver
- ODP 19-013: Now Available-Interim PUNS Guidance and Revised PUNS Form
- ODP 19-014: Rate Exception Request Process Re-issue, Consolidated Waiver
- ODP 19-015: Registration is Now Open for Certified Investigator Forum in March 2019
- ODP 19-016: Notice to the Increase to the Federal Reimbursement of Transportation Costs for 2019
- ODP 19-017: Transition of Individuals from a Nursing Facility into an ODP Waiver
- ODP 19-018: Chapter 6100 Quality Management Planning Requirements for Adult Autism Waiver Supports Coordination Organizations and Providers
- ODP 19-020: Update Regarding Electronic Visit Verification (EVV) Information and Department of Human Services (DHS) Survey
- ODP 19-021: Training Opportunity: Consider Communication
- ODP 19-022: Required by March 24—Transportation Trip Cost Report for Provider Type 26
- ODP 19-023: Office of Developmental Programs' Virtual Training Offerings April, May, & June 2019 UPDATE
- ODP 19-024: Open for Public Comment—Proposed Rates for Community Participation Support and Transportation Trip for Fiscal Year 2019-2020
- ODP 19-025: Now Available—Updated ID/Waiver Employment Service Definition Question and Answer Document and ID/A Waiver Employment Service Definition Quick Guide
- ODP 19-026: ASD Seminar 2019—Being an Informed Supporter: What You Should Know About Autism
- ODP 19-027: Spring 2019 AAW Workshop Succeeding in an Environment of Change: Exploring the Evolving Dynamic of the Adult Autism Waiver (AAW)
- 19-028: KEPRO's New SIS Assessment Scheduling System Training Registration is Now Open
- ODP 19-29: Quality Investigation Unit at Temple University
- ODP 19-030: 2019-20 Fiscal Year (FY) Renewal Guidance
- ODP 19-031: College of Employment Services ACRE Update—Discounted Rate Extended
- ODP 19-032: Launch of the Quality Assessment and Improvement (QA&I) Process for the Adult Autism Waiver (AAW)
- ODP 19-033: ODP Releases 2017-2018 Annual Data Report
- ODP 19-034: Requirements Regarding the Number of Individuals Served in Licensed Facilities that Provide Community Participation Support or Day Habilitation Services
- ODP 19-035: ACRE Basic Certification Training for Providers of Employment Services
- ODP 19-036: Process to Implement Participant Direction Transfers from the Adult Autism Waiver to an ID/A Waiver
- ODP 19-037: June ACRE Basic Certification Training for Providers of Employment Services—Two Dates
- 19-038: Now Available—Registration for Initial Certified Investigator Courses and Peer Review Course
- ODP 19-039: AAW SCO and Provider Contact Information for the Quality Assessment and Improvement Process
- ODP 19-040: CAPS—Peer Specialist Training Program for Individuals with Autism
- ODP 19-041: ODP Releases Quality Assessment & Improvement Annual Statewide Report of Self-Assessments for Fiscal Year (FY) 2018-2019
- ODP 19-042: Generation of EIM Notifications for Supports Coordinators and Supports Coordination Supervisors
- ODP 19-043: EIM Alerts for Incidents not submitted within 72 hours of Creation
- ODP 19-044: Qualification Process for New Providers UPDATE
- ODP 19-045: Updated Employment Resources Page on MyODP
- ODP 19-046: Person Centered Thinking—Registration Available for Philadelphia and Harrisburg Sessions
- ODP 19-047: Quality Assurance Analyst Employment Positions through Autism2Work
- ODP 19-047: PA Family Network Offers Statewide Training Sessions
- ODP 19-048: Office of Vocational Rehabilitation (OVR) Contact Information for ID/Autism Coordinators—Updated 4/10/19
- ODP 19-049: "Getting Connected to the Community" Training Available
- ODP 19-050: Medication Administration Scheduled Outage Notification, Critical Date Extension, and Face to Face Class Dates, Summer 2019
- ODP 19-51: Additional (2nd) FY19-20 Renewal Guidance
- ODP 19-052: Health Risk Screen Tool Implementation
- ODP 19-053: Announcing the Relaunch of Positive Approaches Journal
- ODP 19-054: 55 Pa. Code Chapter 6400 Regulatory Compliance Guide Available for Public Comment
- ODP 19-055: Statewide Quality Assessment and Improvement (QA&I) Process Meeting for Adult Autism Waiver (AAW) Supports Coordination Organizations (SCOs) and Providers
- ODP 19-56: Incident Management (IM) Bulletin Available for Public Comment; Introduction to the IM Bulletin Webcast Available; IM Bulletin Listening Sessions Registration Available
- ODP 19-57: Special Populations Unit's Virtual Targeted Trainings Now Posted and Accessible on MyODP.org
- ODP 19-58: Visual Gestural Communication Training for Harry M. Class Members' Individual Support Plan Teams
- ODP 19-059: Clarification of the Health Risk Screening Tool (HRST) Implementation for AAW and ACAP

- ODP 19-060: NOW AVAILABLE: FAIR HEARING REQUEST FORM (DP 458)
- TRANSLATED INTO SPANISH
- ODP 19-061: Final Fee Schedule Rates and Fiscal Year Renewal Guidance for Community Participation Support
- ODP 19-063: IM4Q and NCI Reports Now Available
- ODP 19-065: Health Risk Screening Tool Implementation Update—Identifying Raters and User Accounts
- ODP 19-069: Process Modification in the Office of Developmental Programs (ODP) Provider Enrollment Process
- ODP 19-071: Process for Updating Entity Contact Information for Quality Assessment and Improvement (QA&I) Process
- ODP 19-074: New ODP Communication Notification Feature for MyODP Users
- ODP 075-19: Agency with Choice (AWC) Wage Ranges and Benefit Allowance for Specific Participant Directed Services Effective July 1, 2019
- ODP 076-19: Vendor Fiscal/Employer (VF/EA) Agent Wage and Benefit Ranges for Specific Participant Directed Services Effective July 1, 2019
- ODP 19-078: Exceptions to the Annual Fiscal Limit for the Person/Family Directed Support Waiver

**OTHER:**

- Providing Services to Persons with Autism/Pervasive Developmental Disorder
- Therapeutic Services & the AAW-7/8/12
- AAW Annual Review Plan Process Timelines-8/20/12
- Additional info about Monthly Progress Notes for SCs-10/03/2012
- AAW Quarterly Summary Reports: Which months to include?-1/18/2013
- New PROMISe Applications-2/20/2013
- AAW Service Utilization Calculator for SCs-4/19/2013
- Excluded Parties List System database migrated to System for Award Management-4/23/2013
- Fiscal Year End Activities-5/30/2013
- Cost Report Instructions for the Consolidated and P/FDS Waiver Programs
- ACT 62 Letter for Families September 2016
- ACT 62 General Information for Families infographic
- What Is ACT 62? Infographic
- Differences Between Private Insurance & Medical Assistance infographic
- Autism Insurance Act Fact Sheet
- Autism Insurance Act FAQs
- Filing Health Insurance Appeals, a brochure by the Pennsylvania Insurance Department
- How to Appeal
- Appeal: Sample Letter to Request an Internal Review
- Appeal: Sample Letter to Request an External Review
- Act 62 Statute
- Act 62 Letter and Guidelines for Colleges and Universities: How Colleges and Universities Can Help Students Graduate with the Qualifications Needed for a Behavior Specialist License

**Bureau of Autism Services Administrative Notices**

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
	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
	Update & Clarification Regarding AAW Assessments	9/13/2013	BAW13-24
	2014	Assistive Technology (AT) Resource Reminder	2/28/2014
	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

2015

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 <i>AAW Supports Coordination (SC) Manual</i> is now available	3/22/2016	BAW16-11
Updated <i>Adult Autism Waiver Provider Manual</i> 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
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
Admin Notice: Developing a Vocational Profile	7/26/2016	BAW16-34
New and Revised Resources for Developing a Skill Building Plan (SBP)	8/3/2016	BAW16-35
Adding the SSD/Systematic Skill Building (SSB) service to an ISP & Progress Reporting for SCs	8/10/2016	BAW16-36
Adding the SSD/Systematic Skill Building (SSB) service to an ISP & Progress Reporting for SSB Providers	8/10/2016	BAW16-37
Clarifications regarding Adult Autism Waiver (AAW) Employment Services	8/12/2016	BAW16-39
AAW Renewal FAQs Available	8/24/2016	BAW16-43
New Training Platform Launch Date—Reminder to Access Training Certificates	9/9/2016	BAW16-44
Revised Definition of Crisis Event	9/14/2016	BAW16-45
<i>New Best Instructional Practices Manual</i>	9/14/2016	BAW16-46
MyODP Launch and Reminder	9/29/2016	BAW16-48
Submitting and Entering the Vocational Profile into HCSIS	10/5/2016	BAW16-49
SC Individual Monitoring and new Employment Info Detail Report	11/10/2016	BAW16-50
Admin Notice: PRE Training	1/4/2017	BAW17-01
G.A.S. Communication to All Providers	1/19/2017	BAW17-03
Admin Notice: Employment Training and Voc Profile	2/27/2017	BAW17-06

2017

	PRE Reminder	2/28/2017	BAW17-07
	Info Memo: Waiver Amendment Public Comment Period	3/6/2017	BAW17-09
	Admin Notice: Room and Board Contracts	3/13/2017	BAW17-12
	Admin Notice: Res Hab Request Form and Guidance	3/20/2017	BAW17-13
	Admin Notice: SIB-R Summary Report Process Change	3/21/2017	BAW17-14
	Admin Notice: GAS Training Available	3/22/2017	BAW17-15
	Informational Memo: Pathways to Employment	4/14/2017	BAW17-17
	Admin Notice: PRE Next Steps	5/1/2017	BAW17-18
	Informational Memo: AAW Amendment Submitted to CMS	6/2/2017	BAW17-21
	Admin Notice: New Service Utilization Review Signature Form	6/20/2017	BAW17-22
	Info Memo: Capacity Increase Amendment Approval	6/30/2017	BAW17-24
	Goal Attainment Scaling (GAS): Next Steps and Reminders	7/12/2017	BAW17-25
	Updated Employment Services	8/16/2017	BAW17-29
	Ensuring DSPs Meet AAW Qualifications	8/28/2017	BAW17-30
	PRE: Updated Resources and Upcoming Training	9/27/2017	BAW17-32
	ISP and ARP Checklists	10/27/2017	BAW17-33
2018	AAW Progress Report Changes—Webinars Scheduled	1/29/2018	BAW18-04
	AAW Service Utilization Review FAQs	2/13/2018	BAW18-05
	QSR—Roles and Responsibilities	2/23/2018	BAW18-08
	QSR—SC Guidance	2/23/2018	BAW18-09
	Entering SIB-r into Question Pro	4/30/2018	BAW18-13
	QSR FAQs for AAW Providers	6/14/2018	BAW18-15
	Required Monthly Contact Guidance and Timeframe	8/9/2018	BAW18-19
	REISSUE AND CLARIFICATION: Definition of Billable Units	8/9/2018	BAW18-20
	Revised QSR SC Process	8/17/2018	BAW18-21
	IT Employment Positions through Autism2Work	12/17/2018	BAW18-25
	AAW Supports & Services Directory (December 2018)	12/5/18	BAW18-26
	Adult Autism Waiver Amendment Update	12/19/2018	BAW18-27

**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. 9/08/07) Amended 10/31/08 (eff. 11/1/08)	
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)	

Year	Code Citation	Subject	Date Issued	Bulletin Number
2010	Ch. 2600	Evacuation of Hospice Residents During Fire Drills—Statement of Policy	03/13/2010	40 Pa.B. 1411
2018	Ch. 2800	Assisted Living Residence Per Bed Fee Adjustment	06/19/18	48 Pa.B. 3493

**GUIDANCE MANUALS:**

- Regulatory Compliance Guide for 55 Pa. Code Chapter 2600 (relating to Personal Care Homes) Revised April 1, 2013
- Personal Care Home Regulatory Interpretations—Questions/Answers, DHS BHSL website publications: September, October, November, and December 2014; January, February, March, April, May, June, July, August, October, and December 2015; January, February, April, October, November, and December 2016; April and October 2017; July and November 2018; January 2019.
- Regulatory Compliance Guide for 55 Pa. Code Chapter 2800 (relating to Assisted Living Residences) effective March 1, 2015
- Assisted Living Residence Regulatory Interpretations—Questions/Answers, DHS BHSL website publications: October, November, and December 2014; January, February, March, April, May, July, August, October, and December 2015; January, February, April, October, November, and December 2016; April and October 2017; July and November 2018; January, March, and March 2019.
- Policy for Administrative Fines in Personal Care Homes
- Sale or change of legal entity process for Personal Care Homes
- DHS Single Audit Supplement
- HealthChoices Audit Guide—Physical Health
- HealthChoices Audit Guide—Behavioral Health
- ICF/ID Audit Guide
- CCIS Audit Guide
- Early Intervention Annual Expenditure Report Instructions
- Human Services Block Grant Annual Expenditure Report Instructions
- Human Services Non-Block Grant Annual Expenditure Report Instructions
- *Licensing References Manual for Personal Care Homes, Assisted Living, Child Residential, Intellectual Disabilities, and Mental Health Service Providers*

**Office of Child Development and Early Learning—Contact: Tracey Campanini (717) 346-9324**

**Bureau of Child Care Certification Services****POLICY STATEMENTS:**

Year	Code Citation	Subject	Date Issued	Bulletin Number
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 #07—Compliance with Regulations Relating to Recalled Toys and Equipment	09/15/08
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 #02—Revised Child Care Staff Health Assessment	07/20/11

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		Proof of Identification Required for Child Care Center Director and Group Child Care Home Primary Staff Person	09/18/12	
2012		C-13 #01—Announced Renewal Inspections Within 30 Day Range	11/15/13	
2013		C-14 #01—Water Safety Training for Child Care Providers & Lifeguard Requirements	02/28/14	
2014		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		C-16-01—Meeting New Health and Safety Training Requirements as Required by the Federal Government		
		C-17-01—Child Protective Service Law (CPSL) for Child Care Facilities	02/23/17	
		C-17-02—Vaping and the Use of Electronic Cigarettes in a Child Care Facility	06/29/17	
		C-17-03—Inclusion of All Children in Early Childhood Programs in Pennsylvania	06/29/17	
		C-17-04—Reduction of Expulsion and Suspension in Early Childhood Programs in Pennsylvania Child Care and Development Fund (CCDF) Plan for State/Territory	07/01/17	
		C-17 #05 Emergency Temporary Relocation of a child care facility	11/1/17	
		C-17 #06 Approved child service form		
		C-17 #7 Applicability of the Pennsylvania Safe Drinking Water Act		
<b>Bureau of Early Intervention Services</b>				
2006		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	
		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 #10 Eligibility for Infants Toddlers Families Medicaid Waiver	09/22/08	
		EI-09 #11 Infant/Toddler Early Intervention Service Coordination	08/14/09	08/14/09
2009		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 #17 Qualifications for Individuals to Provide Speech-Language Pathology Services in Early Intervention and the Requirements for Billing	10/05/09	
		EI-10 #02 Release of Information	01/29/10	
2010		EI-10 #04 Operational Guidance for Infant/Toddler Programs Regarding Children Living in Residential Facilities	04/09/10	
		EI-10 #08 Amended Behavior Supports for Young Children	10/25/10	
		EI-11 #01 IDEA Early Intervention Complaint Procedures	06/01/11	
2011		EI-11 #02 ACT 24 of 2011 Implementation PELICAN Data Moratorium	08/01/11	
		EI-11 #04 Infant/Toddler Early Intervention Cost Centers	11/16/11	
		EI-12 #01 Screening, Evaluation and Assessment in Early Intervention	04/11/12	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2012		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-13 #01 Transition of Toddlers to Preschool or Other Community Services	01/30/13	
2013		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-14 #01 At-Risk Tracking for Infants and Toddlers Experiencing Homelessness	11/21/14	
		EI-16 #01 Provider Qualifications	02/12/16	
		EI-16 #02 Lead Exposure in Infants/Toddlers and Preschoolers	08/31/16	
		FC/PRF-17 #01; ELS-17 #01 OCDEL Communication Business Partners and Grantees	06/30/17	
		EI-17 #01; FC/PRF-17 #02 Inclusion of All Childhood Program in Pennsylvania	06/30/17	
		EI-17 #02; FC/PRF-17#03 Reduction of Expulsion and Suspension in Early Childhood Programs in Pennsylvania		
2018		EI-18#01 Infant/Toddler Early Intervention Service Coordination	9/26/18	
<b>Bureau of Early Learning Services</b>				
		ELS-07#19-Keystone Stars Funding for STARS facilities participating in PA PreK Counts	11/21/07	
		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 #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	
		<i>ELS-KS-09 #25 Keystone STARS TA Manual and Forms</i>	07/17/09	
		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-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	



<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		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	
		C-14 #01—Water Safety Training for Child Care Providers & Lifeguard Requirements	02/28/14	
		ELS/KS-14 #02 Degrees Earned from Business, Technical and Trade Schools	04/22/14	
		ELS/KS-14 #09 Teacher Quality Version 2.0 and Career Lattice 2014	10/20/14	
		<i>ELS/KS-14 #11 Designation and Reliability Manual v. 1.0</i>	10/20/14	
2015		<i>ELS/KS-15 #02 Pennsylvania Program Assessment Communication Tool (PA PACT) Manual</i>	04/15/15	
		OCDEL-15 #02 Early Head Start—Child Care Partnership Grants	09/29/15	
2016		ELS/KS-16 #02 Start Up Technical Assistance Peer Mentoring and Rising STARS Peer Mentoring Guidance	1/22/16	
		ELS/KS-17 #03 Inclusion of All Children in Early Childhood Programs in Pennsylvania	6/30/17	
		ELS/KS-17 #04 Reduction of Expulsion and Suspension in Early Childhood Programs in Pennsylvania	6/30/17	
		ELS/KS-17 #06 Keystone STARS Tiered Reimbursement Quality Add-on Rates and Grants & Awards Structure	7/11/17	
2018		<i>ELS-KS-18 #02 Keystone STARS Performance Standards and Program Manual</i>	6/29/2018	
		ELS-KS-18 #03 Program Quality Assessment (PQA) Protocol Guide	7/3/2018	
<b>Family Support Programs</b>				
2015		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 End of Fiscal Spending—July 1st—June 30th	07/01/15	
		ELS/MIECHV-15 #09; ELS/NFP-15 #09 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule: Equipment Definition and Pre-approval	07/01/15	
		ELS/MIECHV-15 #10; ELS/NFP-15 #10 Program Review Instrument	07/01/15	
		ELS/MIECHV-15 #11; ELS/NFP-15 #11 Mandatory Meeting Attendance Policy	07/01/15	
		ELS/MIECHV-15 #12; ELS/NFP-15 #12 Confidentiality	07/01/15	
		ELS/MIECHV-15 #13; ELS/NFP-15 #13 Coordination with Early Intervention Agencies	07/01/15	
		ELS/MIECHV-15 #14; ELS/NFP-15# 14 Child/Family Transition Plans	07/01/15	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		ELS/MIECHV-15 #15; ELS/NFP-15 #15 Community Collaboration	07/01/15	
		ELS/MIECHV-15 #16; ELS/NFP-15 #16 Continuous Quality Improvement	07/01/15	
		ELS/MIECHV-15 #17; ELS/NFP-15 #17 Curriculum and Standards	07/01/15	
		ELS/MIECHV-15 #18; ELS/NFP-15 #18 Home Visitor Professional Development	11/05/15	
		ELS/MIECHV-16 #01; ELS/NFP-16 #01 Pennsylvania Home Visiting Data System	12/08/16	
		ELS/MIECHV-16 #02; ELS/NFP-16 #02 Fiscal Reporting Changes	7/01/2016	
2016		FC/PRF—17#01; OCDEL Communication Business Partners and Grantees	6/29/2017	
<b>Bureau of Subsidized Child Care Services</b>				
2005		S-05 #04—Unemployment Compensation Claims Filed by Relative/Neighbor Providers Announcement	06/28/05	
		S-07 #08—PA Pre-K Counts and Child Care Works: Enrollment and Release of Information Procedures	09/18/07	
2007		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	
2015		S-15 #03 Early Head Start—Child Care Partnership Grants	09/21/15	
2017		S-17 #04—Inclusion of All Children in Early Childhood Programs in Pennsylvania	06/29/17	
		S-17 #05—Reduction of Expulsion and Suspension in Early Childhood Programs in Pennsylvania	06/29/17	
		S-17 #06—Keystone STARS Tiered Reimbursement Quality Add-on Rates and Grants and Awards Structure	07/06/17	
		S-18 #02 PELICAN CCW Help Desk	06/15/18	
<b>Early Learning Resource Center (ELRC)</b>				
2018		ELRC-18 #01 Increasing Base Payment Rates for STAR 1 and STAR 2 Providers and Improving the Maximum Child Care Allowances for all Providers	07/11/18	
		ELRC-18 #02 Updated Provider Agreements for Certified, Relative and In-Home Child Care Providers	07/12/18	
		ELRC-18 #03 DRAFT—Child Care Providers United—Deduction of Union Dues and Other Voluntary Deductions from Subsidized Child Care Payments	09/10/18	
		ELRC-18 #04 Certification Referral to Early Learning Resource Centers	10/10/18	
		ELRC-18 #05 2018-2019 Keystone STARS Grant Agreement Documents	10/15/18	
		ELRC-18 #06 STARS Enrollment Calculation Tool (ECT) Full Time Equivalency	10/15/18	
		ELRC-18 #07 Keystone STARS Merit Request	10/15/18	
		ELRC-18 #08 Keystone STARS Education and Retention (ERA) Award	10/15/18	
		ELRC-18 #09 Program Quality Assessment (PQA) Protocol Guide	10/16/18	
2019		ELRC-19 #01 Pilot for Early Learning Resource Center Monitoring	01/04/19	
		ELRC-19 #02 Keystone STARS Status Review, Reduction, Suspension and Removal	02/28/19	
		ELRC-19 #03 Income Limits and Co-Payment Guidelines	04/19/19	
		ELRC-19 #04 Keystone STARS Designation Certificates	04/26/19	

**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
- Certification Policies and Clarifications (CPAC)
- 1/27/17—Protocol 1—Initial Certificate of Compliance
- 07/17/17—Protocol 2—Renewal Application for Compliance
- 01/02/13—Protocol 3—Complaints—Regulated Facilities
- Protocol 4—Complaints for Unregulated Facilities
- Protocol 5—Complaints Involving Allegations of Suspected Abuse
- 3/11/16—Protocol 6—Inspection Summary—Finalized
- 2/03/2017—Protocol 10—Change in the Facility Operation—Finalized
- 4/26/16—Protocol 11—Unannounced Inspections—Finalized
- 4/28/16—Protocol 12—Negative Sanctions—Finalized

**Office of Policy Development—Contact: Lindsey Mauldin (717) 783-2203**

**GUIDANCE MANUALS:**

- Human Services Development Fund (HSDF) Instructions and Requirements
- HSDF Fiscal Year Update for FY 19-20
- HSDF Instructions and Requirements for FY 19-20
- HSDF Fiscal Year 2018-2019 Supplemental Funding Allocation
- Supporting Pennsylvanians Through Housing (DHS Five-Year Housing Strategy)

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**Pennsylvania INFRASTRUCTURE INVESTMENT AUTHORITY**

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**Guidelines:**

- PENNVEST: Financing Clean Water for Pennsylvania, 2008.
- On-Lot Sewage Disposal System for the Individual Homeowner Funding Program, 2012.
- PENNVEST Annual Report, 2017-2018.
- Brownfield Redevelopment Guidelines & Forms
- Handbook for PENNVEST Waste Water Projects
- Handbook for PENNVEST Drinking Water Projects
- PENNVEST Nutrient Credit Clearinghouse Rulebook
- PENNVEST Informational Videos, [www.youtube.com](http://www.youtube.com)
  - PENNVEST Online Funding Request
  - E-Signature
  - PENNVEST Settlement Process
  - PENNVEST Funds Disbursement
- PENNVEST ONLINE 2019
  - About Us
    - o Agency Info
    - o Awards
    - o Board of Directors
    - o Employees
    - o Financial Statements
    - o Mission
    - o Partners
  - o Calendar
  - o FAQ
  - o Publications
    - o Annual Reports
    - o Information Brochures
    - o Presentations
  - o Regulations
    - State Regulations for PENNVEST Guidelines
    - State Regulations for PENNVEST Funded Projects
  - Right-to-Know
- Information
  - Approved Projects
  - Funding Programs

- o Clean Water State Revolving Fund
- o Commonwealth Funding
- o Credit Enhancement Assistance
- o Drinking Water State Revolving Fund
- o Green Initiatives
- o Non-Point Source
- o On-Lot Sewage Disposal
- Performance Measures
- Services
  - Apply on Line
  - Documents and Forms
    - o Process Guidelines and Flowcharts
    - o Application Planning Documents
    - o Legal Conditions and Guidance
    - o Brownfield Development Loans
  - Funds Disbursement
  - Letter of No Prejudice
  - Loan Servicing
    - o ACH Implementation/Change Form
    - o Annual Financial Reporting
    - o Continuing Education
    - o Contract Changes
    - o Payment Tracking
    - o Signature Authorization/Change Form
  - Nutrient Credit Trading
  - Regional Assistance Map
- Tools
  - Continuing Education Plan Search
  - County Cap Rate
  - Financial Assistance Simulator (FAS)
  - Other Funding Sources
  - Subsidy Calculator
  - Webcasts and Training
    - o Begin and Complete the Online Funding Application
    - o How to Use the Online Funding Application Website
    - o How to Use the Online Funds Disbursement Website
    - o PENNVEST Settlement Process
    - o PA Department of Environment Protection—Bacon Davis and DBE
    - o PENNVEST e-Signature
    - o User Account Information
    - o *Funds Disbursement Manual*
    - o Buy America Webcasts—Substantially Made in America

Contact: David L. Henning (717) 783-4490

#### **Public Procedure:**

- PENNVEST Right to Know Policy
- Contact: Denise Zern (717) 783-6747

#### **Internet Policy:**

- Commonwealth Privacy Policy
  - Commonwealth Site Security
- Contact: Laura A. Lewis (717) 783-4491

### **Pennsylvania INSURANCE DEPARTMENT (PID)**

## **I. NOTICES**

### **A. Executive Office**

#### **1. Insurance Department Notices**

<i>No.</i>	<i>Date Pub'd</i>	<i>Description</i>
2019-03	06/15/19	Use of Opioid Overdose Reversal Agents in Underwriting and Rating
2019-02	04/13/19	Workers' Compensation Security Fund Assessment
2019-01	04/06/19	Autism Spectrum Disorders Coverage—Maximum Benefit Adjustment
2018-10	11/17/18	Repeal of Outdated Notice Regarding Form and Rate Filings; Notice of Form and Rate Filing Requirements under the Accident and Health Filing Reform Act
2018-09	10/27/18	Medical Care Availability and Reduction of Error Fund; Notice of an Amount of Assessment Action

<i>No.</i>	<i>Date Pub'd</i>	<i>Description</i>
2018-08— revised	11/17/18	Short-Term Limited Duration Insurance—Guidance for Compliance Filings
2018-07	06/30/18	Per Diem Charge for Market Conduct Examinations of Insurance Companies
2018-06	06/30/18	Per Diem Charge for Financial Examinations Conducted by the Insurance Department
2018-05	06/23/18	Certification as an Independent Review Organization; Long Term Care Benefit Trigger Determinations
2017-10	10/07/18	Arson and Insurance Fraud Reporting
2017-03	02/25/17	List of Approved Guide Source Method Vendors
2017-01	01/07/17	Increase in the Accident Surcharge Dollar Threshold (Cap) to \$1,700
2016-16	12/03/16	Private Passenger Motor Vehicle Liability Insurance Policies; Limited and Full Tort Data Reporting
2016-15	10/29/16	Guidance Regarding Parity in Mental Health and Substance Use Disorder Coverage
2016-11	09/17/16	Long Term Care Partnership Program Revised Guidance Announcement
2016-10	09/10/16	Principle-Based Reserving Operative Date
2016-05	04/30/16	Notice Regarding Nondiscrimination
2015-07	09/19/15	Provider Directories
2015-06	08/22/15	Price Optimization
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
2014-08	06/14/14	Repeal of Outdated <i>Pennsylvania 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
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
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

<i>No.</i>	<i>Date Pub'd</i>	<i>Description</i>
2003-11	11/29/03	Coverage for Chiropractic Care
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: Megan Barbour, 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: Susan Kisner, 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: Megan Barbour, Policy Director, 717-783-0652;  
fax 717-705-3873

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## **Department of LABOR & INDUSTRY (L&I)**

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### **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
  - Disability-Related Employment Policy Statement
  - Sexual Harassment Policy Statement
  - Workforce Innovation and Opportunity Act Equal Opportunity Policy Statement
  - Non-Discrimination Plan
  - Designation of EquC. Mial 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") (Contact Callie Dow, 717-787-3457)
- 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") (Contact Callie Dow, 717-787-3457)
- 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: Stan Swaintek, Acting Director, BBVS (570-826-2361, x210); Denise Verchimak, Director, BVRS (717-772-3511)

OVR Numbered Memoranda:

- 04-300.02 Rehabilitation Teaching and Orientation & Mobility Performance Standards
- 09-200.01 Ticket to Work Program

- 10-100.02 Driver Services for OVR Employees
- 10-100.03 OVR Case Sharing
- 10-100.04 OVR Case Filing System
- 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
- 10-200.01 Psychological Services—Qualifications, Approval, and Use of Psychological Providers and Services
- 10-300.01 Independent Living/Specialized Services Program Handbook
- 11-100.02 Competitive Bids—Procedures and Documentation
- 11-100.04 Alternate Format Policy
- 12-100.04 Clerical Procedures: OVR Base and Detailed Record, Program Referral, Intake, and Case Assignment Procedure
- 12-200.02 College and Other Post-Secondary Training
- *12-200.07 CWDS User Management Manual*
- 12-200.08 Performance Factors and Standards—Clerk Typist 2, Clerk Typist 3, and Fiscal Assistants
- 12-300.01 Referring, Training and Placing VR Customers in the Business Enterprise Program
- 13-200.02 Voter Registration
- 13-200.03 Work and Home Site Modifications
- 18-200.01 Vehicle Modifications #1—Guidelines
- *13-200.05 F.A.R.M. (Farming and Agriculture Rehabilitation Management) Service Provision Manual for Pennsylvania Farmers*
- 13-200.06 School to Work Transition
- 14-100.03 OVR Records Retention and Disposition Procedures
- 14-200.01 Financial Needs Test
- 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
- 19-100.01 OVR Fiscal Procedures and Documentation
- 16-100.02 Provider Agreement Policy and Procedures
- 17-100.01 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
- 16-200.05 On-The-Job Training
- 16-200.06 OVR Supported Employment Policy
- 17-200.01 Low Vision Services
- 17-200.02 Essential Procedures for the Vocational Rehabilitation Program
- 17-200.03 Psychological Services—Guidelines: Psychodiagnostic and Vocational Assessment
- 97-200.08 Revised Guidelines—Specific Learning Disabilities
- 10-100.07 (02) Vehicle Modifications #4
- 10-100.07 (04) Vehicle Modifications #6
- 10-100.07 (05) Vehicle Modifications #7

#### **B. Bureau of Workers' Compensation**

- Calculating 21-Day Compliance BWC Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("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)
  - 2019 Statewide Average Weekly Wage Schedule. Revised effective January 1, 2019. 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")
  - Accident and Illness Prevention Service Provider Qualifications Guide
- Contact: Michelle Muncie, 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 (717-772-1635)
- 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 (717-772-1635)
- 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 (717-772-1635)
- 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)
  - 2016 Medical Access Study Executive overview. Updated September 2017. 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 Classification Codes and other workers' compensation information of interest to employers). Updated August 2017.  
Contact: Information Services Helpline (717-772-3702)
  - Workers' Compensation and Workplace Safety Annual Report BWC Website: This information can be found on our website by clicking on the following link: <http://www.dli.pa.gov/Businesses/Compensation/WC/Pages/default.aspx>
  - 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) ("Individuals"—"Workers' Compensation Services"—Workers' Compensation Adjudication—"Adjudication Forms")
  - 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")
  - 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") The Central District Judge Manager is now Robert Goduto
  - Links to Mediation Procedures Followed by Judges WCOA Website: [www.dli.pa.gov](http://www.dli.pa.gov) ("Individuals>Workers' Compensation Services > Workers' Compensation Adjudication > Judge Information." OR ("Individuals>Workers' Compensation Services > Workers' Compensation Adjudication > Individual WCOA Judges' Questionnaires
  - 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 Procedures 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”)
- 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) (“Individuals” > “Workers’ Compensation Services” > “Workers’ Compensation Adjudication”)
- WCOA Quick Links to 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 (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) (“Individuals” > “Workers’ Compensation Services” > “Workers’ Compensation Adjudication” > “Announcements”)
- 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) (“Individuals” > “Workers’ Compensation Services” > “Workers’ Compensation Adjudication” > “Adjudication Process” > “WCOA Contact Information”)
- On October 24, 2018, Act 111 was signed into law restoring the IRE process to the Workers’ Compensation Act.

### III. OTHER

#### A. Center for Workforce Information and Analysis

Contact: Ed Legge (717-787-8646)

- 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 methodology 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: Dan Kuba (717-214-4829), Ruben Pachay (717-705-8821)

- Workforce System Policy (WSP) No. 183-01 (C1), April 15, 2019, Oversight and Monitoring (Change 1)
- Workforce System Policy (WSP) No. 121-06 (C2), June 13, 2018, Local Workforce Delivery System—Common Identifier Policy (Change 2)
- Workforce System Policy (WSP) No. 121-05, June 7, 2017, Local Workforce Delivery System—PA CareerLink® Certification and Continuous Improvement
- Workforce System Policy (WSP) No. 121-04 (C1), June 21, 2017, Local Workforce Delivery System—PA CareerLink® System operator (Change 1)
- Workforce System Policy (WSP) No. 121-03, June 2017, Memorandum of Understanding (MOU) for the One-Stop Delivery System
- Workforce System Policy (WSP) No. 108-01 (C1), June 4, 2019, Regional/Local Planning—Multi-Year Plans (Change 1)
- Workforce System Policy (WSP) No. 184-02 (C1), Feb. 13, 2019, Sanctions—Initial Implementation of the Workforce Innovation and Opportunity Act (Change 1)
- Workforce System Policy (WSP) No. 01-2015 (C1), July 20, 2018, Pennsylvania’s Workforce System of Record (Change 1)
- Workforce System Policy (WSP) No. 02-2015, Dec. 18, 2015, Local Governance Policy
- Workforce System Policy (WSP) No. 03-2015, Dec. 22, 2015, Financial Management Policy
- Workforce System Guidance (WSG) No. 03-2015, Dec. 23, 2015, Youth Eligibility Definitions—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Guidance (WSG) No. 04-2015 (C1), Sept. 11, 2017, Self-Certification and Telephone/Document Inspection Verification—Initial Implementation of the Workforce Innovation and Opportunity Act (Change 1)

- Workforce System Policy (WSP) No. 04-2015 (C1), April 4, 2018, Eligible Training Providers—Initial Implementation of the Workforce Innovation and Opportunity Act (Change 1)
- Workforce System Policy (WSP) No. 05-2015, Dec. 23, 2015, Priority of Service—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Guidance (WSG) No. 06-2015, April 1, 2016, Incumbent Worker Training Activities—Initial Implementation of the Workforce Innovation and Opportunity Act
- Workforce System Policy (WSP) No. 06-2015 (C1), Aug. 27, 2018, Training Benchmarks and Definitions for Allowable Training Activities (Change 1)
- Workforce System Guidance (WSG) No. 02-2104, June 30, 2015, 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. 02-2007, June 27, 2008, Rapid Response Process, Roles and Responsibilities (Under Revision)
- Workforce Investment Information Notice (WIIN) No. 01-2005 (C2), April 26, 2007, WIA Title I Training through Individual Training Accounts (ITAs) in High Priority Occupants (HPOs) (Under Revision)
- Workforce Investment Information Notice (WIIN) No. 03-2005, June 20, 2006, Guidelines for the Competitive Procurement of Youth Services
- Workforce Investment Information Notice (WIIN) No. 12-2003 (C1), Jan. 31, 2008, Rapid Response Early Intervention and Trade Benefits Rights Interview Process (Under Revision)
- Workforce Investment Information Notice (WIIN) No. 09-2002, Oct. 03, 2002, WIA Performance Measures
- Workforce Investment Information Notice (WIIN) No. 12-2002, April 10, 2003, Questions and Answers Regarding the WIA Certification Process for Eligible Training Programs/Providers and Individual Training Accounts (ITAs) (Under Revision)
- Workforce Investment Information Notice (WIIN) No. 01-2001, July 1, 2001, Team PA CareerLink® Registration Policy
- Workforce Investment Information Notice (WIIN) No. 02-2001 (C1), July 21, 2003, Team PA CareerLink® Employment Services Registration Policy WIIN 2-01 (Change 1)
- Workforce Investment Information Notice (WIIN) No. 03-1999 (C2), Aug. 5, 2002, The Bureau of Workforce Investment is distributing the attached guidance information relevant to Title I WIA Eligibility Criteria for Registration and WIA Acceptable Eligibility Verification (Change 2)
- Workforce Investment Information Notice (WIIN) No. 04-1999 (C1), Aug. 6, 2002, Core, Intensive, Training, Optional, and Youth Services by Program Charts (Change 1)
- *TANF Youth Development Program Manual*, Sept. 14, 2018

#### **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**

- Order of Selection (OOS) Brochure—Connie Moonen (717-787-6176)
- The OVR Annual Report—Ryan Hyde (717-787-5476)
- WIOA Combined State Plan Update—Lee Ann Steward (717-787-3216)

- Employment Services for Persons with Disabilities—Connie Moonen (717-787-6176)
- The OVR Rehabilitation Services Handbook—Connie Moonen (717-787-6176)
- OVR Transition Guide for Professionals—Connie Moonen (717-787-6176)
- OVR—Transition From Substance Abuse to Recovery and Work (A Guide for Vocational Rehabilitation)—Connie Moonen (717-787-6176)
- Your Road to Independence—Connie Moonen (717-787-6176)
- Business Services—Ralph Roach (717-787-3940)
- On-the-Job Training—Ralph Roach (717-787-3940)
- Jobs for All, Youth Employment Initiative—Ralph Roach (717-787-3940)

#### **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
- SWIF debit card brochure, SWIF direct deposit form (SWIF-180 REV 11-11), SWIF payment selection form
- 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
- Memo regarding access to Pennsylvania Training for Health and Safety (PATHS)
- PA Workplace Safety Committee Certification Program Online Filing Instructions
- SWIF Debit Card Brochure
- SWIF Direct Deposit Form—SWIF—180 REV 11-11
- SWIF Payment Selection Form
- CFPB Disclosure—SWIF—331
- CFPB Disclosure—SWIF—332
- 756-Cover Letter
- Acknowledgement to Employee
- Acknowledgement to Employer
- Delayed Reporting Notice
- Benefits Affidavit
- Acknowledgement to Employee—Claim Petition
- Acknowledgement to Employer—Claim Petition
- Inquiry Letter to Claimant re: Interest in C&R
- Overpayment Due/RTW Letter to Claimant
- Claim Status to Claimant
- Partial C&R
- Employee Consent Form
- Injured Worker's Statement

- Inquiry Letter to Attorney re: Claimant's Interest in C&R
- Claim Status Report Letter to Claimant Attorney
- 760-To Claimant Attorney For Claimant Signature Form
- Letter with LIBC760 Returned for Proper Completion
- Full C&R
- Acknowledgement to Estate of—Fatal
- Confirming C&R Letter to Claimant Attorney
- Denial Rescinded Letter
- Witness Statement
- Claimant Statement & Medical Release/Sign & Return
- Final Receipt-Cover Letter to Claimant
- Final Receipt Cover Letter to Employer

#### F. Workers' Compensation Appeals Board

Contact: Steven Loux (717-783-7838)

- LICB-25/26, Appeal From Judge's Findings of Fact and Conclusions of Law
- Workers' Compensation Appeal Board—Overview
- Instructions for Completing the Appeal Form
- 2019 Hearing Dates
- FAQs
- <http://www.dli.pa.gov/Businesses/Compensation/appeals/Pages/default.aspx>

#### 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
- <https://www.dli.pa.gov/Individuals/Disability-Services/interpreter/Pages/default.aspx>

#### H. Office of Unemployment Compensation Benefits Policy

Contact: Karen Pyryt (717-772-8830)

<http://www.uc.gov>

- BAM-12 Benefit Accuracy Measurement Program Information for Claimants
- BUR-843 Request for Confidential Information
- DUA-5 Disaster Unemployment Assistance
- FP-01 Notice of new TRA Contact Information
- FP-02 Notice of the Health Coverage Tax Credit
- FP-608 RTAA 2015 Election Form
- FP-1099G Statement for Recipients of PA Reemployment Trade Adjustment Assistance (RTAA) Payments
- IB-1 Initial Interstate Claim
- JG-23 PA CareerLink® registration flyer
- UC-2 INS Instructions for Completing PA UC Tax Forms
- UC-2D Request for Employer Wage/Credit Week Information
- UC-2D(OOS) Information Request for Combined Wage Claims
- 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)(SW) Application Shared-Work Plan (Claimant)
- UC-42(R) Instructions for Reopening a Claim
- UC-42(R) (ESP) Instructions for Reopening a Claim (Spanish)
- UC-44F (Insert) Claimant Certification of Wages
- UC-44F (Insert2) Information Regarding Financial Eligibility
- UC-49 Request for Full-Time Weekly Wage Information
- UC-50 Benefit Exhaustion Letter
- 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-310 Authorization for Direct Deposit
- UC-311 Important Information about Your UC Benefits
- UC-331/UC-331(ESP) U.S. Bank RELIACARD® Fee Schedule
- UC-332/UC-332(ESP) U.S. Bank RELIACARD® Fee Chart
- 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-361 Notary Public Signature (identity verification)
- UC-363 Employer Letter
- UC-365C New PIN Notice
- 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-1080 Shared-Work poster
- 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-1099G Statement for Recipients of PA Unemployment Compensation Payments
- UC-1101 Work Search Letter Audit Compliance
- UC-1102 Internet Initial Claim Existing Claim
- UC-1103 Internet Initial Application Wages

- UC-1201 Important Registration Requirement
- UC-1205 Fax Cover Sheet
- UC-1208 Pennsylvania UC Benefits Address Confirmation and Power of Attorney
- UC-1212 PA UC Benefits Address Designation (Non-TPA)
- 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-1290D Notice of Certification Under the Trade Act of 2015
- UC-1295 Trade Act Claim Confirmation
- UC-1298 Instructions for Filing Biweekly TRA Claims
- UC-1299 Selection of Available Insurance Programs
- UC-1609 Employer Information How to Apply for UC Benefits
- UC-1609 (ESP) Employer Information—How to Apply for UC benefits (Spanish)
- 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-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-39 UC Services for Employers
- UCP-41 UC Eligibility Issues\*UCP-41 (ESP) UC Eligibility Issues (Spanish)
- UCP-42 (ES-2762) UC Employer Rights
- UCP-1081 Shared-Work Program pamphlet
- UCP-1082 Shared-Work Program fact sheet
- 2013 PA Unemployment Compensation Amnesty Program/Final Report, April 2014: Make It Right
- 2017 PA Unemployment Compensation Amnesty Program/ Final Report, April 2018

#### **I. Office of Unemployment Compensation Benefits—Discontinued Nonregulatory Documents**

#### **J. Office of Unemployment Compensation Tax Services**

- PA-100 Pennsylvania Enterprise Registration Form and Instructions
- UC Issues Update Newsletter
- UCMS <https://www.uctax/pa.gov>
- UC-2 INS Instructions for Completing PA UC Tax Forms
- UC-746 Records to Be Kept by Employers
- UC-926 Employer Records to be Examined
- UC-2010 File Layouts and Formats for Electronic Reporting of PA Quarterly Unemployment Compensation Wage and Tax Data

- UCP-7 The Problem of “Localized” and “Nonlocalized” Employment
- UCP-16 UC for Reimbursable Employers
- UCP-32 Employee or Independent Contractor?
- UCP-35 Family Employment
- UCP-36 Employer’s Reference Guide to UC
- UCP-40 Controlling UC Costs for Contributory Employers

#### **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: Bryan Smolock, Director (717-787-0606)

- 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
- 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
- Employment of Minors as Ambulance Attendants
- Definitions for 29 County Building Common Journey-person 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 Journey-person 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 Journey-person 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 Employe 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: Matthew W. Kegg, Director, BOIS (717-783-6304)

- Accessibility-Only Plan Reviews and Inspections.
- Building Code Official (BCO) Certification. Revised November 14, 2007.
- 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
- 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
- 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
- Building Approval Information
- New Construction vs. Alterations
- UCC Requirements for Elevators Used for Construction Permit
- Variances
- VRCs
- Wheelchair and Stairchair Lifts
- Work/Equipment in Machine Rooms
- PSF-38 Pennsylvania Tier II Emergency & Hazardous Chemical Inventory
- Toxic Release Inventory (TRI) Invoice
- Bedding and Upholstery/Stuffed Toys Frequently Asked Questions
- Asbestos “Roofing” letter, dated July 1, 1999
- Bedding and Upholstery/Stuffed Toys Frequently Asked Questions
- Monthly BU Renewal Attachment
- Monthly Sterilization Permit Renewal Attachment

#### **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 Industrial Board Petition form.
- LIIB 117 Uniform Construction Code Industrial Board Petition form
- LIIB 119 Request for Industrial Board Plans form
- LIIB 121 Flammable and Combustible Liquids Industrial Board Petition form
- LIIB 122 Liquefied Petroleum Gas Industrial Board Petition form
- LIIB 303 Boiler Industrial Board Petition form
- LIIB 304 Water Heater Industrial Board Petition form
- LIIB 305 Unfired Pressure Vessel Industrial Board Petition form
- LIIB 306 Bedding & Upholstery Industrial Board Petition form

#### **P. ELEVATOR SAFETY BOARD**

Contact: Traci Willman, Administrative Officer (717-787-6114)

- Board description.
- Meeting Dates.
- Appeal/Variance/Extension of Time Procedures.
- LIIB 112 Elevator Safety 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
- OT/Compensatory Leave Policy
- Pre-Employment Drug Testing Policy
- Automated Time Collection System Policy
- DMVA Return to Work Program
- Employee-Related Issues/Concerns

## 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  
Annville, 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 (SP 8-200A)  
Psychological Examination—LWTA (SP 8-200B)  
Lethal Weapons Exemption—LWTA (SP 8-200C)  
Renewal of Agent Certification—<https://www.tacs.pa.gov/tacs/>  
Vision Examination—(SP8-200V)

### MPOETC (Act 120)

Application for Police Officer Certification Examination:  
<https://www.tacs.pa.gov/tacs/>  
Physical Examination (MPO-210)  
Psychological Examination (MPO-212)  
Application for Consideration of Reinstatement of Certification (MPO-213)  
Instructor Application (SP 8-301)  
Vision Examination (MPO-211)

### RLEIA (Act 79)

Certified Law Enforcement Firearms Instructor Application  
Retired Officer Concealed Carry Acknowledgement Form  
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)
- Intermediate Punishment Program Minimum Standards
- § 9806 County Intermediate Punishment Plan (Outline)
- Intermediate Punishment Information Sheet
- Intermediate Punishment Program Authorization form
- 2015/16 Byrne Justice Assistance Grant—Local
- 2017 Paul Coverdell Forensic Science Grants
- 2018 Paul Coverdell Forensic Science Grants
- 2016 Justice Assistance Grants (Under \$10k Grants)
- 2018 Justice Assistance Grants (Under \$10k Grants)
- 2019 County Offender Reentry Strategic Planning

- Gun Violence Reduction Initiative (2018)
- Gun Violence Reduction Initiative (2019)
- National Crime Statistics Exchange (NCS-X) (2018)
- PA Opioid Overdose Reduction Technical Assistance Center (2018)
- PA Opioid Overdose Reduction Technical Assistance Center (2019)
- National Criminal History Improvement Grants (2015)
- National Criminal History Improvement Grants (2017)
- National Criminal History Improvement Grants (2018)
- Body Worn Cameras Initiative (2018)
- CJAB Technical Assistance (2018)
- CJAB Technical Assistance (2019)
- Comprehensive Opioid Abuse Program (2018)
- County Intermediate Punishment Programs 2018-2020
- County Offender Reentry Planning Grants
- County Jail-Based Vivitrol Program (2019)
- PCPA Offender Identification/Accreditation/PAVTN Support (2017)
- PCPA Latent Evidence Project (2019)
- Pretrial Drug and Alcohol Initiative (2016)
- Problem Solving Court Initiative (2017)
- Problem Solving Court Initiative (2018)
- Drug Courts Initiative (2019)
- Project Safe Neighborhoods Western District (2018)
- Project Safe Neighborhoods Middle District (2018)
- Project Safe Neighborhoods Eastern District (2018)
- Mental Health and Justice Housing Initiative (2015)
- Mental Health and Justice Pretrial Initiative (2016)
- RSAT 2013
- RSAT 2014
- RSAT 2015
- RSAT 2016
- RSAT 2017
- RSAT 2018
- John R. Justice (2017)
- John R. Justice (2018)
- Substance Abuse Education (SAEDRF) Category 1
- Substance Abuse Education (SAEDRF) Category 2 & 3
- Training Initiatives-PDAI (2018/2019)
- Training Initiatives-PA Defender Association of PA (2018/2019)

## 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. 2007 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. (Updated August 2016).
- 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's 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
- Federal award documents and associated conditions posted on PCCD's website
- 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.
- Department of Justice Office For Civil Rights Training for Grantees
- 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
- Acceptable Personal Services Contract
- Pass-Through Agreement
- Employee Time Certification
- Completed Sample Timesheet
- Timesheet Template
- Property Transfer Request Form
- JAG Local Jurisdiction Waiver Form

## 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), funded through June 2020
  - CCAP Data Collection Database for PACTT (State DHS Funds), August 2019

- 2018 OJJDP Substance Abuse Education and Demand Reduction Research-Based (State SAEDR Funds), funded through March 2020
- 2019 OJJDP Substance Abuse Education and Demand Reduction Research-Based (State SAEDR Funds), August 2019
- 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, September/October 2019
- PA Academic and Career/Technical Training (State DHS Funds), August 2019
- 2018 Violence & Delinquency Prevention Programs (State VDPP Funds), funded through June 2020
- 2019 Violence & Delinquency Prevention Programs (State VDPP Funds), funded through June 2021
- Pennsylvania Council of Juvenile Probation Officers; JJSES Training/Technical Assistance Project (Federal JJDP Funds), September 2019
- Secure Compliance Monitoring Project (Federal JJDP Funds), funded through December 2020
- Defender Association of Philadelphia for the DMC Youth/Law Enforcement Corporation (Federal JJDP Funds), December 2018/January 2019
- 2019 SPEG Project at Vanderbilt University (Federal JJDP Funds), August/September 2018
- Guidelines for the administration of the 2019 Pennsylvania Youth Survey—Survey Coordinator Training Instructions and Proctor Script/Instructions

## 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)
- Victims Compensation Claim Form. (Spanish) (Created 9/17)
- Spanish Signature Page (Updated 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 2014 and merged with Standard Operating Guidelines (Continual Updates)
- DAVE Brochure for online access of compensation claims (Updated 01/15)
- 40th Grand Jury Archdiocese of PA VCAP Fact Sheet (Created 8/18)
- Restitution/Compensation Brochure (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 2016)
- Emergency Compensation Award Application (updated 8/10)
- Protocols and Billing Procedures for Forensic Rape Examinations (Updated 4/19)
- Handout Pads (English and Spanish) and Braille (Updated 12/07)
- VCAP Posters (2015)
- 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

- STOP Violence Against Women Formula Grant Program, 2019-2020
- STOP Violence Against Women Model Response to Sex Trafficking, 2019-2020
- STOP Violence Against Women Rural Capacity Building, 2019-2020
- PCADV STOP 2019-2020
- PCAR STOP 2019-2020
- STOP Judicial 2019
- STOP PAVTN Modules 2019-2020
- Enhance Probation and Parole Response to DV
- Rights and Services Act (RASA)/Victims of Juvenile Offenders (VOJO) Funding Announcement, 2019-2020
- Victims of Crime Act Non-Competitive, 2019-2021
- Victims of Crime Act Competitive #3, 2019-2021
- Statewide Crisis Response Initiative Funding Announcement, 2018-2020
- Sexual Assault Services Funding Announcement, 2018
- PDAI-PA SAVIN Maintenance Funding Announcement, 2017
- Pennsylvania's STOP Implementation Plan, 2017-2020
- Subgrantee Monitoring Procedures Revised 2019

## VII. Office of Research, Evaluation and Strategic Policy Development

- Justice Reinvestment Initiative: Maximizing State Reforms—U.S. Department of Justice/Bureau of Justice Assistance
- Criminal Justice Population Projections Committee Annual Report
- Population Projection System Update—2018
- NCA Member Child Advocacy Centers (2017—2019)
- PA Chapter of CACs and MDITs (2016-2019)
- Emerging CACs and MDITs (2016—2019)
- CACs in PA and Drive-time Analysis Map
- Child Advocacy Center and MDIT Development (2017, 2018)
- Child Advocacy Center Statewide Plan Development: Technical Assistance to the Commonwealth of Pennsylvania
- Endowment Act—Prevention
- Endowment Act—Child Advocacy Centers (2015-2016; 2018)
- Endowment Act—Direct Victim Services Org. (2015-2016; 2018)
- Endowment Act—Programs Assisting Victims (2015-2016; 2019)
- Endowment Act—Treatment Training (2015-16; 2018-19)
- Endowment Act Planning Session Results (2015-2019)
- Endowment Act—CACs and Victim Service Providers 2019
- Notice of Proposed Expenditures Letters for Endowment Act (2015-Present)



- Endowment Act Grant Applications Recommended Maps (2015-Present)
- Endowment Act Interactive Map (2016-2019)
- Model Set of Standards for Pennsylvania's Multidisciplinary Investigative Teams
- 2018 PDAI MDIT Training Symposiums and Webinars
- National Children's Alliance Accreditation Guidelines for Children's Advocacy Centers
- National Children's Alliance Standards for Accredited Members
- Pennsylvania Consolidated Victim Service Program Standards
- Pennsylvania Coalition Against Rape Standards
- Using Mental Health Screening Tools with Child Trauma Survivors
- The Safe and Healthy Communities Initiative: Implementation Guide
- Program Income for Child Advocacy Centers Webinar
- Outcomes Framework for CACs
- TF-CBT Advanced Training Report
- CSEC Survivors Forum Summary
- School Safety and Security Assessment Criteria and Overview
- School Safety and Security Survey
- School Safety and Security Grant Program 2018 Funding Announcement
- 2019 Community Violence Prevention/Reduction Funding Announcement
- School Safety Provider Registry
- Act 44 of 2018 Letter to School Entities
- Letter to school entities from PDE and PCCD
- School Safety and Security Survey Correspondence
- Communication to School Safety and Security Grant Program Part B Applicants
- Communication to School Safety and Security Coordinator on Board Reports

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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 (containing 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 Mortgagors & 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  
Contact 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
- Business Terrorism Intervention Program (TIP) forms

**B. Bureau of Human Resources & Bureau of Liquor Control Enforcement**

- Liquor Enforcement Officer Trainee Brochure (SP 5-348)

**C. Bureau of Liquor Control Enforcement**

- Bureau of Liquor Control Enforcement Brochure (SP 2-304)

**D. Bureau of Patrol**

- Emergency Vehicle Designation (SP 6-115)
- Child Safety Seat Identification Decal (SP 6-153)

**E. Bureau of Integrity and Professional Standards**

- Complaint Verification Form (SP 1-108)

**F. Bureau of Records and Identification**

- Information for Pennsylvania Firearms Purchasers and Basic Firearm Safety (SP 4-135)
- Application/Record of Sale (SP 4-113)
- Request for Criminal Record Check (SP 4-164)
- Right-to-Know Law Request (SP 3-226)
- Notice of Crash Investigation and Application to Obtain Copy of Police Crash Report (SP 7-0015)
- Pennsylvania Instant Check System Challenge (SP 4-197)

**G. Bureau of Research and Development**

- Pennsylvania Annual Police Pursuit Report (1998-2016)  
<https://www.policepursuits.pa.gov>
- Crime in Pennsylvania: Uniform Crime Executive Summary (1999-2016)  
<http://www.paucrs.pa.gov/UCR/Reporting/Annual/AnnualSumArrestUI.asp>

**H. Communications Office**

- Youngster Protect Yourself from Attacks and Accidents (SP 5-330)
- Home Burglary Prevention Guide (SP 5-331)
- Scams & Crimes of Fraud (SP 5-332)
- Understanding Crime Prevention (SP 5-334)
- Accessing Your Pennsylvania State Police (SP 5-335)
- Protect Your Child (SP 5-336)
- Preventing Child Abduction and Child Runaway (SP 5-337)
- Drugs Aren't Part of Anyone's Future (SP 5-342)
- Child Identification Kit (SP 5-350)
- Pennsylvania State Police—We Are You (SP 5-359)

**I. Equality and Inclusion Office**

- Sexual Harassment, Sexual Misconduct Policy and Complaint Procedures Pamphlet (SP 5-355)
- 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. 07/2019)
- PSERS Retired Member Handbook (Current Ed. 03/2014)
- PSERS Pamphlets:  
Let's Talk About: Taxes on Your Retirement Benefits (07/2017)  
Let's Talk About: Disability Retirement Benefits (06/2016)  
Let's Talk About: PSERS Death Benefits (10/2018)
- Information for New School Employees (07/2019)
- PSERS Return to Service Exceptions (07/2018)
- 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  
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
  - PSERS Oral Argument Policy
  - PSERS Fraud, Waste and Abuse Reporting Policy
  - PSERS Business Rules Categories:
    - Administration of Member Accounts
    - Appeals
    - Customer Service
    - Death
    - Disability
    - Disbursements
    - Divorce
    - Employer
    - Enrollment
    - Estimate
    - Final Average Salary
    - Global
    - Health Care and Premium Assistance
    - Interest
    - Leave of Absence
    - Member
    - Multiple Service
    - Nomination of Beneficiary
    - Pension Forfeiture
    - Purchase of Service
    - Receivables
    - Refund
    - Required Beginning Date
    - Retirement
    - Retirement-Covered Compensation
    - Return to Service
    - Superannuation
    - T-F Election
- Contact: Evelyn Williams (717) 720-4734

### IV. OTHER

- PSERS Website: psers.pa.gov
- PSERS Comprehensive Annual Financial Report (Includes Mission Statement)
- PSERS Summary Annual Financial Report
- 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, *Pennsylvania Bulletin*, Vol. 48, No. 26, pp. 3839–3938, June 30, 2018

- Pennsylvania School Retiree Health Care Coverage  
Website: 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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**BUREAU OF ADMINISTRATIVE SERVICES, TAX FORMS SERVICE UNIT, 1854 BROOKWOOD STREET, HARRISBURG, PA 17104-2244**  
**TELEPHONE: 1-800-362-2050 (Toll-free number) |**  
**FAX: (717) 346-1958**  
**DOR WEBSITE: [www.revenue.pa.gov](http://www.revenue.pa.gov)**

- DEX-93—Personal Income Tax Correspondence Sheet (available via internet only)
- DMF-76—Liquid Fuels and Fuels Recordkeeping Requirements for Retail Service Stations
- DMF-76A—Liquid Fuels and Fuels Recordkeeping Requirements for PA Registered Distributors
- DMF-101-I—Instructions for Completing the Alternative Fuels Tax Report
- DMF-105—International Fuel Tax Agreement—Recordkeeping Requirements and Disposition of Decals
- DMF-107—Decal Waiver/Exempt Vehicle Q&A
- 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 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 P—Refund Donations to Pennsylvania 529 College Savings Program Accounts
  - 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 Schedule C—Profit or Loss from Business or Profession (Sole Proprietorship)
- 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
- PA-40 W-2RW—PA W-2 Reconciliation Worksheet (available via internet only)
- Schedule PA-40 X—Amended PA Personal Income Tax Schedule
- PA Schedule 19—Sale of a Principal Residence
- PA-40 NR—Personal Income Tax Instruction Book/Nonresidents (1995 & prior-order by year needed)
- PA-40 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 IN—Other Information Instructions
- 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 V—Payment Voucher (available via internet only)
- Schedule PA-41 X—Amended PA Fiduciary Income Tax Schedule
- PA-20S/PA-65 Partnership—PA S Corporation Information Return—(Available only through internet after 2010)
- PA-971—Innocent Spouse Relief
- PA-1000 Booklet—Property Tax/Rent Rebate Instruction Book (order by year needed)
- PA-1000—Property Tax or Rent Rebate Claim
- PA-1000 A—Deceased Claimant and/or Multiple Home Prorations
- PA-1000 B/D/E—Widow or Widower/Public Assistance/Business Use Prorations
- PA-1000 F/G—Multiple Owner or Lessor Prorations/Income Annualization
- PA-1000 RC—PA Rent Certificate and Rental Occupancy Affidavit
- PA-1000 PS—Physicians Statement of Permanent and Total Disability
- PA-8379—Injured Spouse Claim & Allocation
- PA-8857—Request for Relief from Joint Liability
- PA-8453—Pennsylvania Individual Income Tax Declaration for Electronic Filing
- PA-8453F—Pennsylvania Fiduciary Income Tax Declaration for Electronic Filing
- PA-8879—Pennsylvania e-file Signature Authorization
- PA-8879F—Pennsylvania Fiduciary e-file Signature Authorization
- PA-12507—Innocent Spouse Statement
- PA-12508—Non-Requesting Spouse Information Request for Innocent Spouse Review
- PA-12510—Questionnaire for Relief from Joint Liability for Requesting Spouse
- 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
- 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-227—PA Sales and Use Tax Credit 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—Board of Finance and Revenue Petition for Refund
- REV-276—Application for Extension of Time to File (PIT)
- 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-415—Employer Withholding Information Guide
- REV-419—Employee's Nonwithholding Application Certificate
- REV-459—PA-40ES Correction Form for Individuals, Estates, Trusts, Partnerships, Limited Liability Companies, Associations, S Corporations
- REV-459B—Consent to Transfer, Adjust or Correct PA Estimated Personal Income Tax Account
- REV-467—Authorization for Release of Tax Records
- REV-489—Tips for Successfully Filing PA Schedule UE
- REV-527—Office of Taxpayer Rights Advocate Brochure
- REV-543—PA Distributor's Guide to License Classification
- REV-551—Dyed Diesel Fuel Inspection Notice
- REV-554—Your Rights as a Taxpayer (Disclosure Statement)
- REV-556—Taxpayer Request for Assistance
- REV-573—Property Tax/Rent Rebate Brochure
- REV-577—Estimated Tax Payments—For PA Personal Income Tax Brochure
- REV-581—Personal Income Tax Brochure
- REV-588—Starting a Business in PA (A Beginner's Guide)
- REV-611—Determining Residence for PA Personal Income Tax Brochure
- REV-612—Military Pay for PA Personal Income Tax Purposes Brochure
- REV-625—Sale of Your Principal Residence and PA Personal Income Tax Implications Brochure
- REV-631—Tax Forgiveness for PA Personal Income Tax Brochure
- REV-636—Retirement—Traditional IRAs and Roth IRAs Brochure
- REV-637—Unreimbursed Allowable Employee Business Expenses for PA Personal Income Tax Purposes Brochure
- REV-669—Instructions for Completing the Alternative Fuels Tax Bond
- REV-670—Instructions for Completing Liquid Fuels & Fuels Bond
- REV-677—Power of Attorney and Declaration of Representative
- REV-679—Tobacco Products Monthly Report
- REV-703—PA Cigarette Tax and Other Tobacco Products Administrative Due Dates
- REV-704—PA Malt Beverage Tax Payment and Report Due Dates
- REV-705—PA Pari-Mutuel Wagering Tax Return and Payment Due Dates

- REV-706—PA Small Games of Chance Administrative Due Dates
- REV-717—Retailers' Information Guide
- REV-757—Employer Letter Template
- REV-775—Personal Income Tax Employee Expense Affidavit
- REV-793—Consumer Cigarette Use/Excise Tax Return for Cigarettes and/or Little Cigars purchased on or after November 1, 2009
- REV-796—PA Mass Transit (PTA/VRT) Returns, Tax Periods, and Administrative Due Dates
- REV-819—Sales Use, Hotel Occupancy Tax Returns, Tax Periods and Administrative Due Dates
- REV-853—Corp Tax Annual Extension Request Coupon
- REV-854—EIN/Tax Year/Address Change Form
- REV-857—Corp Tax Estimated Tax Payment Coupon
- REV-860—Schedule C-5, OA and OD
- REV-861—Schedule DA Disposition of Assets
- REV-915—PA Small Games of Chance Request for Game Approval
- REV-934—Schedule of Nonbusiness Income
- REV-956—Institution of Purely Public Charity Renewal Affidavit
- REV-976—Election Not to be Taxed as a PA S 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-1123—Educational Improvement/Opportunity Scholarship Tax Credit Election Form
- 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-1605—Names of Corporate Officers
- REV-1611—Interest Rate and Calculation Method for All Taxes Due After Jan. 1, 1982
- 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—Tax-Exempt Obligation for Pennsylvania Personal Income Tax Purposes
- REV-1667—Annual Withholding Reconciliation Statement
- REV-1689—PA Schedule D-1 Calculation of Installment Sale Income
- REV-1705—Tax Account Information Change/Correction Form
- REV-1706—Business/Account Cancellation Form
- REV-1716—Period Ending and Administrative Due Dates for the Remittance of Employer Withholding and Filing of Quarterly Returns and W-2 Forms
- REV-1729—Tax Information for Farmers—State and Local Sales and Use Tax Brochure
- REV-1736—Instruction Book/Inheritance Tax Nonresident
- REV-1737—Nonresident Inheritance Tax Return
- REV-1742—PIT Gain or Loss on Property Acquired prior to June 1, 1971/PA Schedule D-71
- REV-1799A—Time Limitations on the Filing of Appeal
- REV-1808—Licensed Manufacturers, Wholesalers & Retailers Reporting Schedule for (RYO) Roll-Your-Own Tobacco
- REV-1809—Consumer Tobacco Products Use/Excise Tax Return for Tobacco Products Purchased on or after October 1, 2016
- REV-1810—PA Medical Marijuana Gross Receipts Tax Due Dates
- REV-1827—PA Consumer Fireworks Tax Due Dates
- REV-1829—PA Wine Excise Tax Due Dates
- REV-1830—Annual Marketplace Sales Election Form
- REV-1832—1099-MISC Withholding Exemption Certificate
- REV-1834—Adjustments for Bonus Depreciation and Deduction
- REV-1840—Hotel Booking Agent Registration Form
- REV-1841—Medical Marijuana Tax Return for Growers & Processors

### 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)).

**BUREAU OF CRIMINAL TAX INVESTIGATIONS**  
**5TH FLOOR STRAWBERRY SQ.**  
**HARRISBURG, PA 17128**  
**TELEPHONE: (717) 783-9685**

- DCI-02—Tobacco Tax for Law Enforcement Brochure

**BUREAU OF INDIVIDUAL TAXES**  
**PO BOX 280600**  
**HARRISBURG, PA 17128-0600**  
**TELEPHONE: (717) 787-8346**

- PA-1436—Electronic Filing Test Package

**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 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
- Contact: Cynthia Montgomery (717) 783-7200

**2. State Board of Chiropractic**

- Patient Records, 49 Pa. Code § 5.51a
- Contact: Elizabeth Wecker (717) 783-7155

**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: Elizabeth Wecker (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 (revised 8/1/2016)
- 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: Jessica Miller (717) 783-1720

- A Guide to Business Registration in Pennsylvania
- Contact: Barbara Kennedy (717) 783-9210

**C. Bureau of Professional and Occupational Affairs**

- Executive Report on Occupational Licensing (EO 2017-3)
- Pennsylvania Licensing System (PALS) Frequently Asked Questions (PDF)
- Policy Statement Interpreting the term “Infectious, Communicable or Contagious Disease”
- Special Notice to All Health-related Licensees and Funeral Directors
- Approved Act 31 of 2014 Child Abuse Recognition and Reporting Continuing Education Providers
- Act 31 of 2014—How to become an approved CE provider
- Department of Human Services Child Abuse Recognition and Reporting Approved Course Provider Listing
- Act 31 of 2014—Exemption Request Form
- Act 31 of 2014—Frequently Asked Questions
- Act 31 of 2014—Items Required for Course Approval
- Act 31 of 2014—BPOA Child Abuse Training Providers Process
- Act 31 of 2014—Child Abuse CE Import File Layout

- Mandated Reporter Training Relating to Child Abuse Recognition and Reporting
  - Department of Human Services Child Abuse Course Provider Listing
  - 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
  - Act 125 of 2016—Consent to Prescribe Opioid Medications to a Minor
  - Act 125 of 2016—Frequently Asked Questions—Prescribing Opioids to Minors
  - Act 135 of 2016—Business Fee Exemption for Veteran-Owned and Reservist-Owned Small Business
  - Pennsylvania Prescription Drug Monitoring Program
  - Pennsylvania Guidelines: Opioids to Treat Chronic Non-Cancer Pain
  - Pennsylvania Guidelines: Emergency Department Pain Treatment
  - Pennsylvania Guidelines: Obstetrics & Gynecology Pain Treatment
  - Pennsylvania Guidelines: Geriatric Pain Treatment
  - Pennsylvania Guidelines: Opioids in Dental Practice
  - Pennsylvania Guidelines: Opioid Dispensing
  - Pennsylvania Guidelines: Medications in the Treatment of Pregnant Patients with Opioid Use Disorder
  - Pennsylvania Guidelines: Safe Prescribing of Benzodiazepines for Acute Treatment of Anxiety and Insomnia
  - Pennsylvania Guidelines: Safe Prescribing of Opioids in Orthopedics and Sports Medicine
  - Pennsylvania Guidelines: Safe Prescribing of Opioids in Pediatric and Adolescent Populations
  - Evidence-Based Prescribing: Tools You Can Use to Fight the Opioid Epidemic
  - Fentanyl Safety Recommendations
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - Auxiliary Personnel Registration
  - CHIP Provider Enrollment Information
  - Elder Financial Abuse Prevention
  - Elder Abuse Guide
  - Senior Safe Web
- Contact: Cynthia Montgomery (717) 783-7200

### 1. State Board of Accountancy

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - CPA Law Change Effective 8/18/13
  - Special Notice Regarding CPE Changes
  - Special Notice—CPE Certification and the 150 Semester Credit Education Requirement
  - Peer Review Notice 2017 License Renewal
  - Summary of Amendments to the CPA Law—Act 73 of 2008
  - Act 135 of 2016—Business Fee Exemption for Veterans and Reservists
  - June 2017 CPA Examination Credit Extension Requests
  - Act 6 of 2018 Notice to All Licensees, Registrants, Certificate Holders & Permit Holders
  - Act 6 of 2018—Expungement Notice
  - Elder Financial Abuse Prevention
- Contact: Sara Fox (717) 783-1404

### 2. State Board of Architects Licensure

- Pennsylvania Licensing System (PALS) Frequently Asked Questions

- Seal Information
  - Architect Firm Registration Ownership Information for Renewal
  - Act 135 of 2016—Business Fee Exemption for Veterans and Reservists
  - Act 6 of 2018 Notice to All Licensees, Registrants, Certificate Holders & Permit Holders
  - Act 6 of 2018—Expungement Notice
- Contact: Amanda Li (717) 783-3397

### 3. State Board of Auctioneer Examiners

- Auctioneer Board Renewal Guide 2019
  - Significant Changes to Auctioneer Licensing and Trading Assistant Registration Act
  - Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Act 135 of 2016—Business Fee Exemption for Veterans and Reservists
  - Act 6 of 2018 Notice to All Licensees, Registrants, Certificate Holders & Permit Holders
  - Act 6 of 2018—Expungement Notice
  - Elder Financial Abuse Prevention
  - Senior Safe Web
- Contact: Terrie Kocher (717) 783-3397

### 4. State Board of Barber Examiners

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Pennsylvania Licensing Requirements
  - Act 135 of 2016—Business Fee Exemption for Veterans and Reservists
  - Act 6 of 2018 Notice to All Licensees, Registrants, Certificate Holders & Permit Holders
  - Act 6 of 2018—Expungement Notice
  - Notice to Former Students of American Beauty Academy of OAG Restitution Window
  - Pathway to Licensure—Evaluating Criminal History during the Application Process
- Contact: Kelly Diller (717) 783-3402

### 5. State Board of Certified Real Estate Appraisers

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Licensed Appraiser Trainee Biennial Renewal Fees Notice
  - ASC Notice of Proposed Rulemaking on AMC Registry Fees
  - Listing of Appraisal Management Companies
  - Updated Candidate Information Bulletin
  - 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 to Assistants Regarding Licensed Appraiser Trainee Regulation
  - Special Notice to Certified Appraisers Regarding Licensed Appraiser Trainee Regulation
  - Change to the Real Property Appraiser Qualification Criteria—Effective July 1, 2016
  - Real Property Appraiser Qualification Criteria—Summary of Changes—Effective May 1, 2018
  - Act 6 of 2018—Notice to All Licensees, Registrants, Certificate Holders & Permit Holders
  - Act 6 of 2018 Expungement Provisions
  - National Registry Fee of Appraisal Management Companies
  - Notice to Appraisal Management Companies
  - Elder Financial Abuse Prevention
- Contact: Heidi Weirich (717) 783-4866



**6. State Board of Chiropractic**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Continuing Education Letter
  - List of Approved Continuing Education Programs
  - Frequently Asked Questions
  - Act 31 Special Notice to all Health-Related Licensees and Funeral Directors
  - Mandated Child Abuse Reporter Training Under Act 31 of 2014
  - Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
  - Act 31 of 2014—Find CE Courses/Become an approved CE provider
  - Department of Human Services Child Abuse Approved Course Provider Listing
  - Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
  - Act 31 of 2014—Frequently Asked Questions
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Act 6 of 2018 Expungement Provisions
  - Special Notice—Chiropractic Radiology Personnel
  - Fentanyl Safety Recommendations
  - CHIP Provider Enrollment Information
  - Health Care Practitioner Photo Identification Badge Requirement
  - Letter to Veterans Administration Hospitals Regarding License Verification
  - Senior Safe Web
  - Elder Financial Abuse Prevention
  - Elder Abuse Prevention Guide
- Contact: Elizabeth Wecker (717) 783-7155

**7. State Board of Cosmetology**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Information Regarding the Practical Examination
  - Policy on Student Absenteeism
  - Criminal History Record Check Information
  - Business Fee Exemption for Veteran-Owned and Reservist-Owned Small Business
  - Notice—Recent Decision of the Commonwealth Court regarding Lavatory Requirements
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Act 6 of 2018 Expungement Provisions
  - Notice of Approval of Consent Agreement regarding Microblading
  - Notice to Former Students of American Beauty Academy of OAG Restitution Window
  - Pathway to Licensure—Evaluating Criminal History during the Application Process
- Contact: Kelly Diller (717) 783-7130

**8. State Board of Crane Operators**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Special Notice—Physical Examination Requirement
  - List of Board-approved Certifying Organizations
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Act 6 of 2018 Expungement Provisions
- Contact: Amanda Li (717) 783-1404

**9. State Board of Dentistry**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Pennsylvania's Prescription Drug Monitoring Program
- Pennsylvania's Guidelines: Opioids in Dental Practice

- Act 125 of 2016—Frequently Asked Questions—Prescribing Opioids to Minors
  - Opioid Continuing Education for Renewal
  - Drug Enforcement Administration (DEA) Renewal Change
  - Naloxone Frequently Asked Questions
  - Naloxone Prescription for Overdose Prevention (Standing Order)
  - Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
  - Letter to Veterans' Administration Hospitals Regard License Verifications
  - Health Care Practitioner Photo Identification Badge Requirement
  - Opioid Education for Dentist Applications and Renewals Submitted after July 1, 2017
  - Clarification of Opioid Continuing Education Requirement Under ABC-MAP
  - Special Notice—Dental Radiology Personnel
  - Opioid Education Requirements for Initial Licensure and Renewal
  - Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
  - Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
  - Act 31 of 2014—Find CE Courses/Become an approved CE provider
  - Department of Human Services Child Abuse Approved Course Provider Listing
  - Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
  - Act 31 of 2014—Frequently Asked Questions
  - Naloxone Standing Order Prescription Letter for Pharmacists
  - PA Prescription Drug Monitoring Program
  - Consent to Prescribe Opioid Medications to a Minor Form
  - Evidence-Based Prescribing—Tools You Can Use to Fight the Opioid Epidemic
  - Fentanyl Safety Recommendations
  - CHIP Provider Enrollment Claim Denial Alert
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - Elder Financial Abuse Prevention
  - Elder Abuse Prevention Guide
  - Senior Safe Web
- Contact: Lisa Burns (717) 783-7162

**10. State Board of Funeral Directors**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Instructions for Name Approval for Establishments
- Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
- Act 31 of 2014—Find CE Courses/Become an approved CE provider
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 of 2018 Expungement Provisions
- Maryland Board of Morticians and Funeral Directors Courtesy Card Information
- Elder Financial Abuse Prevention

- Elder Abuse Prevention Guide
  - Senior Safe Web
- Contact: Heidy Weirich (717) 783-3397

### 11. State Board of Landscape Architects

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - Elder Financial Abuse Prevention
- Contact: Terri Kocher (717)772-8528

### 12. State Board of Massage Therapy

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Frequently Asked Questions of the State Board of Massage Therapy
  - Examination Information
  - Acceptable CPR for Massage Therapy License
  - Continuing Education Frequently Asked Questions
  - Continuing Education Waiver for 2021 Renewal
  - The Federation of State Massage Therapy Boards' Human Trafficking Task Force Report
  - National Human Trafficking Hotline
  - Pennsylvania Office of Victim Services—Human Trafficking Information and Victim Assistance
  - Health Care Practitioner Photo Identification Badge Requirement
  - Letter to Veterans' Administration Hospitals Regard License Verifications
  - Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
  - Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
  - Act 31 of 2014—How to become an approved CE provider
  - Act 31 of 2014—Items Required for Course Approval
  - Act 31 of 2014—BPOA Child Abuse Training Providers Process
  - Act 31 of 2014—Child Abuse CE Import File Layout
  - Department of Human Services Child Abuse Approved Course Provider Listing
  - Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
  - Act 31 of 2014—Frequently Asked Questions
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - Elder Financial Abuse Prevention
  - Elder Abuse Prevention Guide
  - Senior Safe Web
- Contact: Carol Niner (717) 783-7155

### 13. State Board of Medicine

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- 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 Requirements

- Special Notice—Written Agreements Insurance Requirement
- Special Notice—PA Patient Safety Anonymous Reporting
- Pennsylvania's New Prescription Drug Monitoring Program
- Pennsylvania Guidelines: Opioids to Treat Chronic Non-Cancer Pain
- Pennsylvania Guidelines: Emergency Department Pain Treatment
- Pennsylvania Guidelines: Obstetrics & Gynecology Pain Treatment
- Pennsylvania Guidelines: Geriatric Pain Treatment
- Pennsylvania Guidelines: Medications in the Treatment of Pregnant Patients with Opioid Use Disorder
- Pennsylvania Guidelines: Safe Prescribing of Opioids in Orthopedics and Sports Medicine
- Pennsylvania Guidelines: Safe Prescribing of Opioids in Pediatric and Adolescent Populations
- Pennsylvania Guidelines: Safe Prescribing for Worker's Compensation
- Naloxone Frequently Asked Questions
- Naloxone Prescription for Overdose Prevention (Standing Order DOH-002-2016)
- Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
- Naloxone Standing Order Prescription Letter for Pharmacists
- Frequently Asked Questions—Act 125 of 2016—Prescribing Opioids to Minors
- Consent to Prescribe Opioid Medication to a Minor Form
- Drug Enforcement Administration (DEA) Renewal Change
- Verification of Opioid Education for Medical Physician and Surgeon, Physician Assistant, and Nurse-Midwife with Prescriptive Authority Applications and Renewals Submitted After July 1, 2017
- Clarification of Opioid Continuing Education Requirement Under ABC-MAP
- Evidence-Based Prescribing: Tools You Can Use to Fight the Opioid Epidemic
- Fentanyl Safety Recommendations
- Common Application Discrepancies by License Type: Physician and Surgeon
- Common Application Discrepancies by License Type: Supervising Physician
- Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
- Act 31 of 2014—Find CE Courses/Become an approved CE provider
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Department of Health Survey—2012 Pulse of Pennsylvania Physician and Phys. Asst Workforce
- X-Ray Equipment Operator Refresher Training Requirement
- Auxiliary Radiology Personnel Registration
- Clarification Regarding Professional Liability Insurance for PAC's
- Number of Physician Assistants Supervised by Physician
- Phys. Asst—Approval of Federation Credentials Verification Services
- CRNP—Death Certificates

- National Transportation Safety Board—Safety Recommendations I-41-1 and -2
- PennDOT's Physician Reporting Requirements
- Letter to Veteran's Administration Hospitals Regarding Licensure Verification
- Examination Information
- CHIP Provider Enrollment Claim Denial Alert
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 of 2018 Expungement Provisions
- Elder Financial Abuse Prevention
- Elder Abuse Prevention Guide
- Senior Safe Web

Contact: Suzanne Zerbe (717) 783-1400

#### 14. Navigation Commission for the Delaware River and Its Navigable Tributaries

- A Guide to the Pennsylvania Navigation Commission
- Contact: Barbara Kennedy (717) 787-6548

#### 15. State Board of Nursing

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- eppiccNURSE—Frequently Asked Questions
- eppiccNURSE—Database
- eppiccNURSE Training Guide for Pre-licensure Programs
- eppiccNURSE Training Guide for CRNP Programs
- CRNP and CNS—Clarification on Professional Liability Insurance
- Notice to Employers
- RN Accepting Orders from Other Practitioners
- Home Health Care Services Ordered by Out-of-State Physicians
- LPNs Accepting Oral Orders
- Online instructions for Graduates applying for Exam and/or Graduate Temporary practice Permits
- Online instructions for Registered Nurse or Practical Nurse Licensure by Endorsement and/or TPP
- FAQs on Continuing Education for Registered Nurses
- FAQs related to LPN IV Therapy Regulations
- FAQs for RN or PN Licensure by Endorsement with TPP
- IV Therapy Regulations
- IV Therapy Program Provider List
- Licensed Dietitian-Nutritionists on Continuing Education
- NURSIS and e-Notify Service
- Out-of-State PN Graduates with Less Than 1500 Program Clock Hours
- The Vital Statistics Law has been amended to include CRNPs
- Special Notice to all Health-Related Licensees and Funeral Directors
- Notice—General Revisions
- Reporting of Crimes and Disciplinary Actions
- Notice—Mandatory Reporting by Licensees
- Board-Approved Nursing Education Programs—LPN
- Board-Approved Nursing Education Programs—RN
- Board-Approved Nursing Education Programs—CRNP
- Board-Approved Nursing Education Programs—CNS
- Board-Approved Nursing Education Programs—CNS
- Board-Approved Nursing Education Programs—Advanced Pharmacology Courses
- NCLX Exam Pass Rates of Prelicensure Programs—RN
- NCLX Exam Pass Rates of Prelicensure Programs—RN
- List of Approved LPN Intravenous Therapy Education Programs
- List of Board-approved English Proficiency Tests
- List of Board-approved Foreign Credentials Evaluators
- Nursing Education Program Forms

- Consumer Information
- Drug Enforcement Administration (DEA) Renewal Change
- Act 124 of 2016—Initial Training and Continuing Education in Pain Management, Addiction and Prescribing and Dispensing Practices for Opioids
- Act 124 of 2016—Clarification of Opioid Education Requirement under ABC-MAP
- Pennsylvania Guidelines: Opioids to Treat Chronic Non-Cancer Pain
- Pennsylvania Guidelines: Emergency Department Pain Treatment
- Pennsylvania Guidelines: Obstetrics & Gynecology Pain Treatment
- Pennsylvania Guidelines: Safe Prescribing of Opioids in Pediatric and Adolescent Populations
- Pennsylvania Guidelines: Geriatric Pain Treatment
- Pennsylvania Guidelines: Medications in the Treatment of Pregnant Patients with Opioid Use Disorder
- Pennsylvania Guidelines: Safe Prescribing of Benzodiazepines for Acute Treatment of Anxiety and Insomnia
- Pennsylvania Guidelines: Safe Prescribing of Opioids in Orthopedics and Sports Medicine
- Inactive Status Notice
- Pennsylvania Guidelines: Safe Prescribing for Worker's Compensation
- Verification of Opioid Education for CRNP Prescriptive Authority Applications and Renewals Submitted After July 1, 2017
- Opioid Education Required to Renew CRNP Prescriptive Authority Approvals
- PA Prescription Drug Monitoring Program
- Fentanyl Safety Recommendations
- Prescription of Suboxone by CRNPs
- Naloxone Frequently Asked Questions
- Naloxone Prescription for Overdose Prevention (Standing Order DOH-002-2016)
- Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
- Naloxone Standing Order Prescription Letter for Pharmacists
- Health Care Practitioner Photo Identification Badge Requirement
- LPN Display Portion of License Retained by Employer
- Fireproof Files
- National Transportation Safety Board—Safety Recommendations I-41-1 and -2
- Board Action regarding Registered Nurse Continuing Education (CE) Regulations
- Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting
- Act 31 of 2014—How to Become an approved CE provider
- Act 31 of 2014—Initial Training and Continuing Education in Child Abuse
- Act 31—Child Abuse CE Import File Layout
- Act 31 of 2014—BPOA Child Abuse Training Providers Process
- Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
- Act 31 of 2014—Exemption Request
- Act 31 of 2014—Items Required for Course Approval
- Act 31 of 2014—Frequently Asked Questions
- Recognition and Reporting Requirements
- Act 31 of 2014—Continuing Education Providers
- Mandated Reporter Training Under Act 31 of 2014 Relating to Child Abuse Recognition and Reporting

- Department of Human Services Child Abuse Recognition and Reporting Approved Course Provider Listing
  - CHIP Provider Enrollment Deadline Alert
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
- Contact: Cindy Miller (717) 783-7142

#### **16. State Board of Examiners of Nursing Home Administrators**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - NHA Continuing Education Information
  - NAB CE Registry and the PA NHA Board
  - Nursing Home Administrator Board Frequently Asked Questions (Updated 7/30/18)
  - List of Approved Providers of 120-hour Programs
  - Health Care Practitioner Photo Identification Badge Requirement
  - Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
  - Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
  - Act 31 of 2014—Find CE Courses/Become an approved CE provider
  - Department of Human Services Child Abuse Approved Course Provider Listing
  - Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
  - Act 31 of 2014—Frequently Asked Questions
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - Elder Financial Abuse Prevention
  - Elder Abuse Prevention Guide
  - Senior Safe Web
- Contact: Chris Stuckey (717) 783-7155

#### **17. State Board of Occupational Therapy Education and Licensure**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Special Notice: Professional Liability Insurance
- Occupational Therapy Board FAQs
- Renewal Guide
- Occupational Therapy Board Examination Information
- Updated Code of Ethics
- Continued Competency Regulations for Occupational Therapy Assistants
- Health Care Practitioner Photo Identification Badge Requirement
- Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
- Act 31 of 2014—How to become an approved CE provider
- Act 31 of 2014—Items Required for Course Approval
- Act 31 of 2014—BPOA Child Abuse Training Provider Process
- Act 31 of 2014—Child Abuse CE Import File Layout
- Mandated Reporter Training Under Act 31 of 2014 Relating to Child Abuse Recognition and Reporting
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Exemption Request
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 of 2018 Expungement Provisions
- Elder Financial Abuse Prevention

- Elder Abuse Prevention Guide
  - Senior Safe Web
  - State Tax Compliance
  - Letter to Veteran's Administration Hospitals Regarding License Verification
- Contact: Carol Niner (717) 783-1389

#### **18. State Board of Optometry**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Position Paper—American Board of Optometry (ABO) Board Certification
  - List of Drugs Approved for use by Optometrists
  - Department of Health notice: Lifitgrast (Xiidra) Ophthalmic Solution
  - Department of Health Notice: Netarsudil ophthalmic solution (Rhopressa®) 0.02
  - Department of Health Notice; Cetirizine ophthalmic solution (Zerviate®) 0.24
  - DEA Rescheduling Hydrocodone Products
  - List of Approved Continuing Education
  - Optometry Frequently Asked Questions
  - Opioid Education for Optometrists Certified to Prescribe and Administer Pharmaceutical Agents Applications and Renewals Submitted After July 1, 2017
  - PA Prescription Drug Monitoring Program
  - Evidence-Based Prescribing: Tools You Can Use to Fight the Opioid Epidemic
  - Pennsylvania Guidelines: Safe Prescribing of Opioids in Pediatric and Adolescent Populations
  - FAQs—Act 125 of 2016—Prescribing Opioids to Minors
  - Consent to Prescribe Opioid Medication to a Minor Form
  - Drug Enforcement Administration (DEA) Renewal Change
  - Naloxone Frequently Asked Questions
  - Naloxone Prescription for Overdose Prevention (Standing Order DOH-002-2016)
  - Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
  - Naloxone Standing Order Prescription Letter for Pharmacists
  - Act 31 of 2014 Special Notice to all Health-Related Licensees and Funeral Directors
  - Board Approved Act 31 of 2014 Child Abuse Recognition and Reporting CE Providers
  - Act 31 of 2014—Find CE Courses/Become an approved CE provider
  - Department of Human Services Child Abuse Approved Course Provider Listing
  - Act 31 of 2014—Child Abuse Recognition and Reporting Course Exemption Form
  - Act 31 of 2014—Frequently Asked Questions
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - CHIP Provider Enrollment Information
- Contact: Elizabeth Wecker (717) 783-7155

#### **19. State Board of Osteopathic Medicine**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- 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
- 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
  - Physician Assistant Workforce
  - Verification of Opioid Education for Osteopathic Physician and Osteopathic Physician Assistant Applications and Renewals Submitted After July 1, 2017
  - Clarification of Opioid Continuing Education Requirement Under ABC-MAP
  - Pennsylvania's New Prescription Drug Monitoring Program
  - Pennsylvania Guidelines: Opioids to Treat Chronic Non-Cancer Pain
  - Pennsylvania Guidelines: Emergency Department Pain Treatment
  - Pennsylvania Guidelines: Obstetrics & Gynecology Pain Treatment
  - Pennsylvania Guidelines: Geriatric Pain Treatment
  - Pennsylvania Guidelines: Medications in the Treatment of Pregnant Patients with Opioid Use Disorder
  - Pennsylvania Guidelines: Safe Prescribing of Benzodiazepines for Acute Treatment of Anxiety and Insomnia
  - Pennsylvania Guidelines: Safe Prescribing of Opioids in Orthopedics and Sports Medicine
  - Pennsylvania Guidelines: Opioid Dispensing
  - Fentanyl Safety Recommendations
  - Evidence-Based Prescribing: Tools You Can Use to Fight the Opioid Epidemic
  - Naloxone Frequently Asked Questions
  - Naloxone Prescription for Overdose Prevention (Standing Order DOH-002-2016)
  - Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
  - Naloxone Standing Order Prescription—Letter for Pharmacists
  - National Transportation Safety Board—Safety Recommendations 1-41 and -2
  - Drug Enforcement Administration (DEA) Renewal Change
  - FAQs—Act 125 of 2016—Prescribing Opioids to Minors
  - Consent to Prescribe Opioid Medication to a Minor Form
  - Auxiliary Radiology Personnel Registration
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 of 2018 Expungement Provisions
  - CHIP Provider Enrollment Claim Denial Alert
  - Letter to Veterans Administration Hospitals Regarding License Verifications
  - Anti-Terrorism Advisory Council Conference 2019
  - Elder Financial Abuse Prevention
  - Elder Abuse Guide
  - Senior Safe Web
- Contact: Aaron Hollinger (717) 783-4858

## 20. State Board of Pharmacy

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Announcement for Pharmacy License Applicants (June 29, 2018)
- Opioid Education for Pharmacist Applications and Renewals Submitted after July 1, 2017
- Letter to Veterans Administration Hospitals Regarding License Verifications
- NPLEx-National Precursor Log Exchange
- Patient Safety Continuing Education Required
- FDA Outlines Expectations for Human Drug Compounding, 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—Pennsylvania State Police to Carry Life-saving Naloxone to Combat Heroin and Opioid Overdoses
- Cancer Drug Repository Program—Income Limits for Eligibility
- Special Notice—Act 8—AAL Professional Liability Insurance Requirement
- Special Notice—PA PDMP—Pennsylvania Prescription Drug Monitoring Program
- Business Fee Exemption for Veteran-Owned and Reservist-Owned Small Businesses
- Pennsylvania Guidelines—Opioid Dispensing
- Clarification of Opioid Continuing Education Requirement Under ABC-MAP
- Revised USP Compounding Guidelines
- Special Notice—New Compounding Regulations
- Disaster Declaration—Naloxone Delivery
- Special Notice—Amendment to Board Regulations for Naloxone Dispensing
- Naloxone Frequently Asked Questions
- Naloxone Prescription for Overdose Prevention (Standing Order)
- Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
- Naloxone Standing Order for General Public
- Naloxone Standing Order Prescription—Letter for Pharmacists
- FDA Warns of Potential Counterfeit Drugs from Philadelphia Pharmacy
- Continuing Education Requirements for Pharmacist License Renewal
- CHIP Provider Enrollment Claim Denial Alert
- Drug Enforcement Administration (DEA) Renewal Change
- PA Prescription Drug Monitoring Program
- Evidence-Based Prescribing: Tools You Can Use to Fight the Opioid Epidemic
- Fentanyl Safety Recommendations
- Health Care Practitioner Photo Identification Badge Requirement
- Act 31 of 2014—Special Notice to All Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Continuing Education Providers
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Frequently Asked Questions
- Act 31 of 2014—Find CE Courses/Become an Approved Provider
- Act 31 of 2014—Items Required for Course Approval
- Act 31 of 2014—BPOA Child Abuse Training Providers Process
- Act 31 of 2014 Child Abuse Course Exemption Form
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 of 2018 Expungement Provisions
- National Transportation Safety Board—Safety Recommendations 1-41-1 and -2
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web
- Tips for Safe Medication Storage

- Tips for Grandparents on Safe Medication Storage  
Contact: Melanie Zimmerman (717) 783-7156

### 21. State Board of Physical Therapy

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- List of Approved CE Courses
- Special Notice—New Regulatory Requirements
- Webinar—The New Rules and Regulations (2013)
- Health Care Practitioner Photo Identification Badge Requirement
- CHIP Provider Enrollment Information
- Act 31 of 2014—Special Notice to All Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Continuing Education Providers
- Mandated Reporter Training Under Act 31 of 2014 Relating to Child Abuse Recognition and Reporting
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Find CE Courses/Become an Approved Provider
- Act 31 of 2014—Items Required for Course Approval
- Act 31 of 2014—Child Abuse CE Import File Layout
- Act 31 of 2014 Child Abuse Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 of 2018 Expungement Provisions
- Letter to Veteran's Administration Hospitals Regarding License Verification
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Michelle Roberts (717) 783-7134

### 22. State Board of Podiatry

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Special Notice—Pennsylvania Health Alert Network
- Podiatry Board Credentials Verification Fact Sheet
- Continuing Education Requirements
- List of Approved Continuing Education Programs
- PENNDOT Physician Reporting Requirements
- X-ray Equipment Operator Refresher Training Requirement
- Pennsylvania's New Prescription Drug Monitoring Program
- Evidence-Based Prescribing: Tools You Can Use to Fight the Opioid Epidemic
- Fentanyl Safety Recommendations
- Verification of Opioid Education for Doctor of Podiatric Medicine Applications and Renewals Submitted After July 1, 2017
- Prescribing Opioids to Minors
- Clarification of Opioid Continuing Education Requirement Under ABC-MAP
- Naloxone Frequently Asked Questions
- Naloxone Prescription for Overdose Prevention (Standing Order DOH-002-2016)
- Naloxone for Opioid Safety—A Provider's Guide to Prescribing to Patients Who Use Opioids
- Naloxone Standing Order Prescription—Letter for Pharmacists
- Drug Enforcement Administration (DEA) Renewal Change
- FAQs—Act 125 of 2016—Prescribing Opioids to Minors
- Consent to Prescribe Opioid Medication to a Minor Form
- Act 31 of 2014—Special Notice to All Health-Related Licensees and Funeral Directors

- Board Approved Act 31 of 2014 Child Abuse Continuing Education Providers
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Find CE Courses/Become an Approved Provider
- Act 31 of 2014 Child Abuse Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 Expungement Provisions
- CHIP Provider Enrollment Information
- Auxiliary Radiology Personnel Registration
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Aaron Hollinger (717) 783-4858

### 23. State Registration Board for Professional Engineers, Land Surveyors and Geologists

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
  - Engineer Renewal Instructions
  - NCEES Updates—Specifications for PE Civil Exam
  - CBT Notice
  - NCEES PS Exam Transitions to Computer Based Format
  - NCEES PE Chemical Exam Discipline Update
  - Business Fee Exemption for Veteran-Owned and Reservist-Owned Small Business
  - Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
  - Notice—Act 6 Expungement Provisions
- Contact: Jeannie Bronshtein (717) 783-7049

### 24. State Board of Psychology

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- 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
- Special Notice—Supervised Experience Requirements
- APA Approved CE Sponsors
- Suicide Prevention Continuing Education
- Act 31 of 2014—Special Notice to All Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Continuing Education Providers
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Find CE Courses/Become an Approved Provider
- Act 31 of 2014 Child Abuse Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 Expungement Provisions
- CHIP Provider Enrollment Claim Denial Alert
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Chris Stuckey (717) 783-7155

**25. State Real Estate Commission**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Information Regarding “Team” Advertising
- List of Currently Approved Real Estate Education Providers
- List of Providers Approved to Offer Modules
- Real Estate Commission FAQs
- Special Notice Regarding Continuing Education for the Period June 1, 2018—May 31, 2020
- 2016—2018 Mandatory Continuing Education FAQ
- Act 75 of 2018 Notice—Amendment to Section 521 of the RELRA
- Act 135 Business Fee Exemption for Veteran-Owned and Reservist-Owned Small Business
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 Expungement Provisions
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Krista Linsenhach (717) 783-3658

**26. State Board of Examiners in Speech-Language Pathology and Audiology**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Continuing Education FAQs
- Understanding Continuing Education Requirements
- Board Approved Accrediting Agencies for Audiology Doctoral Degrees and Speech-Language Pathology Master’s Degrees
- New Board Regulations and Summary of General Revisions to Regulations
- Special Notice—Provisional Licenses
- Special Notice Regarding Home Health Care Services Ordered by Out-of-State Physicians
- Act 31 of 2014—Special Notice to All Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Continuing Education Providers
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Find CE Courses/Become an Approved Provider
- Act 31 of 2014 Child Abuse Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 Expungement Provisions
- Health Care Practitioner Photo Identification Badge Requirement
- CHIP Provider Enrollment Information
- A Consumer Guide to Understanding Audiologists
- A Consumer Guide to Understanding Speech-Language Pathologists
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web
- State Tax Compliance

Contact: Sandra Matter (717) 783-1389

**27. State Board of Social Workers, Marriage and Family Therapists and Professional Counselors**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- The Board’s Frequently Asked Questions
- FAQ—Application Process to Apply for Initial Licensure
- Clarification of Act 76—Master’s Degree Required
- Clarification of Act 76—Independent Practice

- Notice Under the Americans with Disabilities Act
- Suicide Prevention Continuing Education
- Special Notice—1 Clock Hour CE Courses
- Act 31 of 2014—Special Notice to All Health-Related Licensees and Funeral Directors
- Board Approved Act 31 of 2014 Child Abuse Continuing Education Providers
- Department of Human Services Child Abuse Approved Course Provider Listing
- Act 31 of 2014—Find CE Courses/Become an Approved Provider
- Act 31 of 2014 Child Abuse Course Exemption Form
- Act 31 of 2014—Frequently Asked Questions
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 Expungement Provisions
- CHIP Provider Enrollment Information
- Health Care Practitioner Photo Identification Badge Requirement
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Sandra Matter (717) 783-1389

**28. State Board of Vehicle Manufacturers, Dealers and Salespersons**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Criminal Background Check Information
- Act 135 of 2016—Veteran’s Small Business Fee Exemption
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Act 59 of 2018 Notice
- Notice—Act 6 Expungement Provisions
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Janice Cline (717) 783-1697

**29. State Board of Veterinary Medicine**

- Pennsylvania Licensing System (PALS) Frequently Asked Questions
- Drug Enforcement Administration (DEA) Renewal Change
- Special Notice—APHIS Approved Supplemental Training
- Special Notice—Veterinary Medical Recordkeeping
- Special Notice—Vaccination Clinics
- Special Notice—Handling of Stray Dogs and Kennel Licensing Requirements
- List of Approved CE Programs
- List of Approved Euthanasia Technician Training Programs
- Act 6 of 2018 Reporting of Sanctions and Criminal Proceedings
- Notice—Act 6 Expungement Provisions
- Anti-Terrorism Advisory Council Conference Invitation
- Renewal Schedule—Health Licensing Boards
- CE Course Approval Application
- Elder Financial Abuse Prevention
- Elder Abuse Guide
- Senior Safe Web

Contact: Michelle Roberts (717) 783-7134

**D. Bureau of Elections and Notaries**

- 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
  - Voter Education Toolkit and Materials
  - Voter Registration Mail Application (English and Spanish)
  - 2016 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
  - Online Voter Registration Web Application Programming Interface Forms
  - 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)
  - Voting System Certification Reports
- Contact: Jessica Mathis (717) 787-5280

- Becoming a Notary and Notary Services
  - What to Know About RULONA
  - General Information and Equipment
  - Notary Education Course Approval
- Contact: Breanna Datesman (717) 787-5280

#### **E. Bureau of Campaign Finance and Civic Engagement**

- 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*
  - 2017 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
  - Campaign Finance Voucher Request Form
  - 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: Tiffany Chang Lawson (717) 787-5280

#### **F. Bureau of Election Security and Technology**

- Notice on What Constitutes a Vote
  - Voting System Certification Report
  - Directives to Statewide Uniform Registry of Electors Database Users
  - Directives and Guidance Related to Voting Systems
  - Pennsylvania Voting System Security Standard
- Contact: Michael Moser (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: Elizabeth Wecker (717) 783-4860

##### **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 Kennedy (717) 787-6458

##### **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: Elizabeth Wecker (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

#### B. Bureau of Election Security and Technology

- Policy on Election System Security Measures
- Contact: Michael Moser (717) 787-5280

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### STATE EMPLOYEES' RETIREMENT SYSTEM (SERS)

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- SERS Board Adjudications by Topic:
  - Agency Debt
  - Change of Benefit Option
  - Class of Service
  - 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 Guide to Your SERS-Issued 1099-R Tax Form
- SERS Member's Guide to Disability Retirement
- SERS Member Handbook
- Defined Contribution Plan 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)
- Features and Highlights
  - Defined Contribution Plan—Investment Plan
  - Defined Benefit Plan—Traditional Pension
  - Defined Compensation Plan—Supplemental Benefit
- Membership Options—Class A3 or Class A4
- New Member Plan Comparison—Class A5, Class A6 or Straight Defined Contribution Plan
- SERS Mission Statement
- SERS Statement of Investment Policy
- SERS Private Equity Statement of Investment Policy
- SERS Real Estate Statement of Investment Policy
- SERS US & International Proxy Voting Policy
- SERS Derivatives Investment Policy Statement
- SERS Investment Manager Insurance Policy
- SERS Investment Manager Monitoring Policy
- SERS Strategic Investment Plan
- SERS Portfolio Rebalancing Policy
- SERS Securities Lending Policy
- SERS Right-to-Know-Law Policy
- SERS Compensation Policy for Investment Professional Staff
- 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)
- Deferred Compensation Plan (DCP) Annual Financial Statements
- DCP Investment Manager Monitoring Policy
- DCP Statement of Investment Policy
- State Employees' Retirement Board 401 (a) Defined Contribution Plan Statement of Investment Policy
- State Employees' Retirement Board 401 (a) Defined Contribution Plan Investment Manager Monitoring Policy
- Sample Domestic Relations Order—Defined Benefit Plan
- Sample Domestic Relations Order—Defined Contribution Plan
- Sample Domestic Relations Order—Defined Benefit Plan and Defined Contribution Plan
- Domestic Relations Order 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
- *SERS Governance Policy Manual*
- Audit, Risk and Compliance Committee Charter
- Board Governance and Personnel Committee Charter
- Defined Contribution Committee Charter
- Finance and Member Services Committee Charter
- Investment Committee Charter
- Securities Litigation Committee Charter
- Board Chairperson and Assistant Chair Position Description
- Board Member Position Description
- Committee Chair and Assistant Chair Position Description
- Actuarial Services Policy

- Performance Review Process for CIO
- Performance Review Process for SERS Executive Director
- Policy on Placement Agent Disclosures
- Policy on Referrals of Investment Opportunities and Service Provider Candidates; Related Communications; Undue Influence
- SEC “Pay-to-Play” Rule Compliance and Reporting Policy
- SERS Board Communications Policy
- Board Self-Assessment Policy
- Fiduciary Review Policy
- Ethical Conduct Policy
- Claim Settlement Policy
- Statement of Governance Principles
- Policy for Indemnification of Board Members, Designees, Officers and Employees
- SERS Mediation Policy
- Annual Supplemental Budget Information
- SERS Conflict of Interest Policy (EO-2015-03)
- SERS Board Travel Policy
- OFA Quarter Lag Reporting Policy
- OFA Board Approval Monetary Transfer Policy
- DCP Plan Document
- Defined Contribution Plan—Plan Document
- DCP and Defined Contribution Forms Available Through the Website; i.e., Enrollment, Beneficiary
- State Employees’ Defined Contribution Plan and Trust
- SERS Employee and Employer Rate Chart
- Board Education Policy
- Recusal Policy
- SERS Gifts & Gratuities Policy
- 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
  - o 570.12—Furloughed State Employees Retirement System Members’ Right to Earn 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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**DRIVER AND VEHICLE SERVICES**

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Pennsylvania Driver’s Manual*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Manuals/Manuals/PA%20Drivers%20Manual%20By%20Chapter/English/PUB%2095.pdf>  
 Pub/Doc #: Pub 95  
 Publication Last Updated: March 2019

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Pennsylvania Commercial Driver’s Manual*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Manuals/Manuals/Commercial%20Drivers%20Manual/Comm%20Manual%20English/PUB%20223.pdf>  
 Pub/Doc #: Pub 223  
 Publication Last Updated: March 2017

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Pennsylvania School Bus Driver’s Manual*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20School%20Bus%20protected/SB%20Manual/SB%20Manual/English/PUB%20117.pdf>  
 Pub/Doc #: Pub 117  
 Publication Last Updated: March 2017

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Motorcycle Operator Manual*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Manuals/Manuals/Motorcycle%20Operators%20Manual/English/PUB%20147.pdf>  
 Pub/Doc #: Pub 147  
 Publication Last Updated: March 2017

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Their Safety, Your Responsibility: A Guide for Health Care Professionals*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Publications/Pub%20353.pdf>  
 Pub/Doc #: Pub 353  
 Publication Last Updated: August 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Older, Wiser, Safer: A Senior Driver’s Guide*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Publications/Pub%20381.pdf>  
 Pub/Doc #: Pub 381  
 Publication Last Updated: July 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Helping Older Drivers Stay Safe: A Guide for Family & Friends*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Publications/Pub%20345.pdf>  
 Pub/Doc #: Pub 345  
 Publication Last Updated: July 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *Staying Safe: What to Expect When Your Medical Condition Has Been Reported to PennDOT*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Publications/Pub%20353A.pdf>  
 Pub/Doc #: Pub 353A  
 Publication Last Updated: July 2018

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 License*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Publications/Pub%20178.pdf>  
 Pub/Doc #: Pub 178  
 Publication Last Updated: June 2016

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: How to Steer Them to Safe Driving Guide (Spanish Version)  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Manuals/Manuals/Steer%20to%20Safe%20Driving%20-%20Spanish/PUB%20388.pdf>  
 Pub/Doc #: Pub 388  
 Publication Last Updated: March 2017

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: The Parent's Supervised Driving Program  
<http://www.dot.state.pa.us/public/dvspubsforms/BDL/BDL%20Publications/Pub%20385a.pdf>  
 Pub/Doc #: Pub 385A  
 Publication Last Updated: January 2019

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: School Bus Stopping Law  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Publications/Pub%2097.pdf>  
 Pub/Doc #: Pub 97  
 Publication Last Updated: July 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: *PA CDL Hazardous Materials Endorsement Renewal Manual*  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Manuals/Manuals/Hazmat/Pub%20288.pdf>  
 Pub/Doc #: Pub 288  
 Publication Last Updated: December 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Guidance Manuals  
 Publication/Document Name: USA Patriot Act Requirements  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Manuals/Manuals/Hazmat/Pub%20513.pdf>  
 Pub/Doc #: Pub 513  
 Publication Last Updated: December 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Commercial Driver's License  
<http://www.dot.state.pa.us/public/dvspubsforms/BDL/BDL%20Fact%20Sheets/fs-cdl.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: April 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Commercial Driver's License Learner Permit Procedures FAQs  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-cdllp.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: April 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Disqualifications and Traffic Offenses  
<http://www.dot.state.pa.us/public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/FS-DA.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: April 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Driver License Compact  
<http://www.dot.state.pa.us/public/dvspubsforms/BDL/BDL%20Fact%20Sheets/fs-dlc.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: October 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Driver Licensing Administrative Hearings  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-dla.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: October 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Federal Driver's Privacy Protection Act  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-fd.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: April 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Ignition Interlock Limited License  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-iill.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: February 2019

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Ignition Interlock "The Law"  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-iitl.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: February 2019

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Ignition Interlock Limited License "The Law"  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-iilltl.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: February 2019

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Occupational Limited License  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-oll.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: October 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Pennsylvania's Motorcycle Helmet Law  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-MH.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: October 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Probationary License  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/FS-RIDC.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: October 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: REAL ID Document Checklist  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-MH.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: April 2019

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: School Bus Driver Licensing Process  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-sb.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: February 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Social Security Number  
<https://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-ss.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: May 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Hazardous Material Endorsement General Information  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-hm.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: December 2018

Bureau Responsible: Bureau of Driver Licensing  
 Category: Fact Sheet  
 Publication/Document Name: Ignition Interlock Limited License Eligibility  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BDL/BDL%20Fact%20Sheets/fs-iillc.pdf>  
 Pub/Doc #: n/a  
 Publication Last Updated: October 2018

### HIGHWAY ADMINISTRATION

Bureau Responsible: Bureau of Project Delivery  
 Category: Internal Guidelines  
 Publication/Document Name: *Project Office Manual (POM)*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%202/PUB%202.pdf>  
 Pub/Doc#: Pub 2  
 Publication last Updated: April 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Design Manual, Part 1—Transportation Program Development and Project Delivery Process, March 2018 Change No. 1*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2010/PUB%2010%20Title%20Page.pdf>  
 Pub/Doc#: Pub 10  
 Publication last Updated: March 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Design Manual, Part 1A—Pre-TIP and TIP Program Development Procedures, March 2018 Change No. 1*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2010/PUB%2010%20Title%20Page.pdf>  
 Pub/Doc#: Pub 10A  
 Publication last Updated: March 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Design Manual, Part 1C—Transportation Engineering Procedures and Project Delivery Process, September 2018, Change No. 2*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2010/PUB%2010%20Title%20Page.pdf>  
 Pub/Doc#: Pub 10C  
 Publication last Updated: September 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Design Manual, Part 1X—Appendices to Design Manuals 1, 1A, 1B, and 1C, September 2018, Change No. 1*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2010/PUB%2010%20Title%20Page.pdf>  
 Pub/Doc#: Pub 10X  
 Publication last Updated: September 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Design Manual Part 2—Highway Design, September 2018 Change No. 3*  
<http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%2013M/PUB%2013M%20Title%20Page.pdf>  
 Pub/Doc#: Pub 13M  
 Publication last Updated: September 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Design Manual Part 5—Utility Relocation, Change 2 of 2014 Edition*  
<http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%2016M/PUB%2016M.pdf>  
 Pub/Doc#: Pub 16  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Field and Laboratory Testing Manual*  
[http://www.dot.state.pa.us/public/PubsForms/Publications/PUB\\_19/PUB%2019.pdf](http://www.dot.state.pa.us/public/PubsForms/Publications/PUB_19/PUB%2019.pdf)  
 Pub/Doc#: Pub 19  
 Publication last Updated: March 2019

Bureau Responsible: Bureau of Maintenance & Operations  
 Category: Guidance Manuals  
 Publication I Document Name: *Maintenance Manual*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2023/PUB%2023.pdf>  
 Pub/Doc#: Pub 23  
 Publication last Updated: 2018 (by Chapter)

Bureau Responsible: Bureau of Maintenance & Operations  
 Category: Guidance Manuals  
 Publication/Document Name: *Shoulder and Guide Rail Condition Survey Field Manual*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2033.pdf>  
 Pub/Doc#: Pub 33  
 Publication last Updated: April 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Qualified Products List for Construction (Bulletin 15)  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2037.pdf>  
 Pub/Doc#: Pub 35  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Specifications for Bituminous Materials, November 2018 Edition  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2037.pdf>  
 Pub/Doc#: Pub 37 (Bulletin 25)  
 Publication last Updated: October 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Standards for Roadway Construction, June 2010 Edition, Change No. 5  
[http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2072M/72M\\_2010.pdf](http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2072M/72M_2010.pdf)  
 Pub/Doc#: Pub 72M  
 Publication last Updated: April 2019

Bureau Responsible: Bureau of Maintenance & Operations  
 Category: Guidance Manuals  
 Publication/Document Name: *Storm Water Facility Condition Survey Field Manual*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2073.pdf>  
 Pub/Doc#: Pub 73  
 Publication last Updated: April 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *Pavement Policy Manual, May 2015 Edition, Change No. 4*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20242.pdf>  
 Pub/Doc#: Pub 242  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Maintenance & Operations  
 Category: Guidance Manuals  
 Publication/Document Name: *Automated Pavement Condition Surveying Field Manual*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/Pub%20336.pdf>  
 Pub/Doc#: Pub 336  
 Publication last Updated: April 2019

Bureau Responsible: Bureau of Maintenance & Operations  
 Category: Guidance Manuals  
 Publication/Document Name: *Continuously Reinforced Concrete and Unpaved Roads Condition Survey Field Manual*  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20343.pdf>  
 Pub/Doc#: Pub 343  
 Publication last Updated: April 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Bituminous or Asphalt Technician Certification Program, November 2018 Edition  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20351.pdf>  
 Pub/Doc#: Pub 351  
 Publication last Updated: November 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: *The Right-of-Way Manual, February 2018 Edition*  
 Pub/Doc#: Pub 378  
 Publication last Updated: January 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Highway Construction Specifications, 2016 Edition  
 Pub/Doc#: Pub 408  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Internal Guidelines  
 Publication/Document Name: Concrete Technician Certification Program for Field Technicians  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20536.pdf>  
 Pub/Doc#: Pub 536  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Maintenance and Operations  
 Category: Guidance Manual  
 Publication/Document Name: *Lightweight Profiling System-Calibration, Verification, and Operator Certification Program Manual*  
<http://www.dot.state.pa.us/public/pubsforms/Publications/pub%20589.pdf>  
 Pub/Doc#: Pub 589  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Roadside Safety Pocket Guide, 2018 Edition  
<http://www.dot.state.pa.us/public/pubsforms/Publications/Pub%20652.pdf>  
 Pub/Doc#: Pub 652  
 Publication last Updated: May 2018

Bureau Responsible: Bureau of Maintenance and Operations  
 Category: Guidance Manual  
 Publication/Document Name: SR Segment Signing Guide  
<http://www.dot.state.pa.us/public/pubsforms/Publications/pub%20664.pdf>  
 Pub/Doc#: Pub 664  
 Publication last Updated: February 2018

Bureau Responsible: Bureau of Project Delivery  
 Category: Guidance Manual  
 Publication/Document Name: Aggregate Technician Certification Program  
<http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20725.pdf>  
 Pub/Doc#: Pub 725  
 Publication last Updated: May 2019

#### MULTIMODAL

Bureau Responsible: Multimodal Deputate (Bike & Pedestrian)  
 Category: Bicycle and Pedestrian Safety Material  
 Publication/Document Name: Safety Tips for Pedestrians  
<http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20692.pdf>  
 Pub/Doc#: Pub 692  
 Publication last Updated: April 2018

Bureau Responsible: Multimodal Deputate (Bike & Pedestrian)  
 Category: Bicycle and Pedestrian Safety Material  
 Publication/Document Name: Bicycle Safety Tips  
<http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20734.pdf>  
 Pub/Doc#: Pub 734  
 Publication last Updated: June 2017

Bureau Responsible: Bureau of Aviation  
 Category: Guidance Manual  
 Publication/Document Name: Airport Sponsor's Guide  
 Pub/Doc#: Pub 405  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20405.pdf>  
 Publication last Updated: August 2012

Bureau Responsible: Bureau of Aviation  
 Category: Guidance Manual  
 Publication/Document Name: Maintaining Airport Air Space  
 Pub/Doc#: Pub 831  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20831.pdf>  
 Publication last Updated: March 2018

Bureau Responsible: Bureau of Rail Freight, Ports, & Waterways  
 Category: Guidance Manuals  
 Publication/Document Name: Project Management Policy  
 Pub/Doc#: N/A  
[https://www.penndot.gov/Doing-Business/RailFreightAndPorts/Policies/Documents/Project%20Management%20Policy%20with%20Appendices\\_06.2019.pdf](https://www.penndot.gov/Doing-Business/RailFreightAndPorts/Policies/Documents/Project%20Management%20Policy%20with%20Appendices_06.2019.pdf)  
 Publication last Updated: May 2019

Bureau Responsible: Bureau of Rail Freight, Ports, & Waterways  
 Category: Guidance Manuals  
 Publication/Document Name: Grant Program Policy  
 Pub/Doc#: N/A  
<https://www.penndot.gov/Doing-Business/RailFreightAndPorts/Policies/Documents/Grant%20Program%20Policy%20-%20June%202019%20FINAL.pdf>  
 Publication last Updated: June 2019

Bureau Responsible: Bureau of Rail Freight, Ports, & Waterways  
 Category: Other  
 Publication/Document Name: Moving Goods by Rail  
 Pub/Doc#: Pub 744  
<https://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20744.pdf>  
 Publication last Updated: January 2017

Bureau Responsible: Bureau of Rail Freight, Ports, & Waterways  
 Category: Program Guidelines  
 Publication/Document Name: Ports Incentive Program Guidelines  
 Pub/Doc#: N/A  
<https://www.penndot.gov/Doing-Business/RailFreightAndPorts/Documents/PA%20Intermodal%20Cargo%20Growth%20Incentive%20Program%20Guidelines.%207.24.2018.pdf>  
 Publication last Updated: July 2018

Bureau Responsible: Bureau of Rail Freight, Ports, & Waterways  
 Category: Program Requirements  
 Publication/Document Name: Ports Incentive Program Data Verification Form  
 Pub/Doc#: MT-105  
<http://www.dot.state.pa.us/public/PubsForms/Forms/MT-105.pdf>  
 Publication last Updated: May 2017

Bureau Responsible: Bureau of Public Transportation  
 Category: Annual Report  
 Publication/Document Name: Annual Performance Report: Fiscal Year 2017-18  
 Pub/Doc#: N/A  
[https://www.penndot.gov/Doing-Business/Transit/InformationandReports/Documents/BPT%20Annual%20Report%202017-18\\_06.05.2019.pdf](https://www.penndot.gov/Doing-Business/Transit/InformationandReports/Documents/BPT%20Annual%20Report%202017-18_06.05.2019.pdf)  
 Publication last Updated: April 30, 2019

### PLANNING

Bureau Responsible: Center for Program Development and Management  
 Category: Guidance Manual  
 Publication/Document Name: Pennsylvania Infrastructure Bank Handbook  
 Pub/Doc#: Pub. 781  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20781.pdf>  
 Publication last Updated: April 2017

Bureau Responsible: Center for Program Development and Management  
 Category: Program Information  
 Publication/Document Name: PennDOT Connects Flyer  
 Pub/Doc#: Pub. 801  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20801.pdf>  
 Publication last Updated: March 2017

Bureau Responsible: Center for Program Development and Management  
 Category: Program Information  
 Publication/Document Name: PennDOT Connects Implementation Report  
 Pub/Doc#: N/A  
[https://www.penndot.gov/ProjectAndPrograms/Planning/Documents/PennDOTConnects/PennDOT\\_Connects\\_AR\\_2018.pdf](https://www.penndot.gov/ProjectAndPrograms/Planning/Documents/PennDOTConnects/PennDOT_Connects_AR_2018.pdf)  
 Publication last Updated: October 2018

Bureau Responsible: Center for Program Development and Management  
 Category: Guidance Manual  
 Publication/Document Name: Policies and Procedures for the Administration of the County Liquid Fuels Tax  
 Pub/Doc#: Pub. 9  
<http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%209.pdf>  
 Publication last Updated: March 2016

Bureau Responsible: Center for Program Development and Management  
 Category: Guidance/Policy Manual  
 Publication/Document Name: Standard Operating Procedures for capturing and Updating Project Data  
 Pub/Doc#: Pub 227  
 Publication last Updated: July 2017

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