

PENNSYLVANIA BULLETIN

Volume 52

Number 32

Saturday, August 6, 2022 • Harrisburg, PA

Part II

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



NOTICES

GOVERNOR'S OFFICE

Catalog of Nonregulatory Documents

Under Executive Order 1996-1, agencies under the jurisdiction of the Governor must catalog and publish nonregulatory documents such as policy statements, guidance manuals, decisions, rules and other written materials that provide compliance related information. The following compilation is the twenty-sixth list of the nonregulatory documents.

This catalog is being provided to ensure that the public has complete access to the information necessary to understand and comply with State regulations. We have made every effort to ensure that the catalog includes all documents in effect as of August 6, 2022; however, due to the breadth and changing nature of these documents, we cannot guarantee absolute accuracy. Facilitating access to information is important to enhancing the partnership between the regulated community and the State.

Office of ADMINISTRATION (OA)

Editor's Note: The Index of Issuances, Manual M210.3, issued by the Governor's Office of Administration, Directives Management System, includes Executive Orders, Management Directives and Manuals. New or revised documents to the Index are published monthly in the *Pennsylvania Bulletin* and the entire index is revised yearly in the *Pennsylvania Code*.

Department of AGING

The following is a catalog of current nonregulatory documents for the Pennsylvania Department of Aging. Documents dating prior to 2012 have been excluded but can often be found under the Publications & Reports section of the Department's website at www.aging.pa.gov.

I. LEGAL DECISIONS

Contact: Neeka Jones, Chief Counsel; (717) 783-0509
Office of Chief Counsel

- *Silo v. Commonwealth*, 886 A.2d 1193 (Pa. Commw. 2005).
- *Commonwealth v. TAP Pharmaceutical Products, Inc.*, 885 A.2d 1127 (Pa. Commw. 2005).
- *Christian Street Pharmacy v. Department of Aging*—unreported Commonwealth Court Opinion—May 30, 2007.
- *Christian Street Pharmacy v. Pa. Department of Aging*, 946 A.2d 798 (Pa. Commonwealth Court, April 10, 2008).
- *Commonwealth v. TAP Pharmaceutical Products, et al.*, 212 MD 2004.
- *Commonwealth v. Janssen Pharmaceutical Inc. Philadelphia Court of Common Pleas*, Case # 002181.
- *Peake v. Commonwealth*, 132 A.3d 506 (Pa. Commw. 2015).

II. INTERNAL GUIDELINES

Current Aging Program Directives

Contact: Steven Horner, Deputy Secretary; (717) 425-5065

A. AREA AGENCY ON AGING ADMINISTRATION

- 13-01-01 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2012-13 Amendment # 1
- 13-01-02 Area Agency on Aging Program Requirements, Planning Allocations and reporting Requirements for Nursing Home Transition Program FY 2012-13
- 13-01-04 2012-13 Aging Block Grant Amendment # 1: Funding Allocations
- 13-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2012-13
- 14-01-01 Area Agency on Aging Program Requirements, Planning Allocations And Aging Services Block Grant Format For FY 2013-2014-Revision # 1
- 14-01-02 OPTIONS Services Reporting Instructions
- 14-01-04 Area Agency on Aging Program Requirements, Planning Allocations and Reporting Requirements for the Title XIX Agreement for FY 2013-14 Revision # 1
- 14-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2013-14 Revision # 2
- 15-01-01 FY 2014-15 Allocations
- 15-01-02 OPTIONS Spending Plan
- 15-01-03 Pennsylvania Link to Aging and Disability Resources clarifies program requirements, structure and funding for FY 2014-2015 Link program
- 15-01-04 Area Agency on Aging Program Requirements, Planning Allocations and Reporting Requirements for the Title XIX Agreement, FY 2014-15 Revision # 1

- 15-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format, FY 2014-2015 Revision # 1
 - 15-01-06 Administration
 - 15-01-07 Hearings and Appeals
 - 15-01-09 Assessment
 - 15-01-10 Block Grant FY 2014-15 Allocation Revision
 - 15-01-11 Title XIX Agreement FY 2014-15 Allocation Revision
 - 16-01-07 Title XIX Funding Revision No. 1
 - 16-01-06 Cooperative Grant Agreement Allocation Revision No. 2
 - 16-01-05 AAA 2016-20 Area Plan
 - 16-01-03 AAA Program Requirements, Planning Allocations & Reporting Requirements for Title XIX Agreement, FY 2015-2016 Revision # 1
 - 16-01-02 OPTIONS Services Reporting Instructions
 - 16-01-01 AAA Program Requirements, Planning Allocations & Aging Services Block Grant Format, FY 2015-2016 Revision # 1
 - 17-01-04 AAA Program Requirements, Planning Allocations and Title XIX Format for FY 2016-17
 - 17-01-03 Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2016-17
 - 17-01-02 AAA Program Requirements, Planning Allocations and Title XIX Format for FY 2016-17
 - 17-01-01 AAA Program Requirements, Planning Allocations and Aging Services Block Grant Format
 - 18-01-01 Cooperative Agreement Initial 2017-18
 - 18-01-02 Area Agency on Aging Program Requirements, Planning Allocations and Title XIX Format for FY 2017-18
 - 18-01-03 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2017-18 Revision # 2
 - 19-01-01 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2018-19 Revision # 1
 - 19-01-02 Area Agency on Aging (AAA) Program Requirements, Planning Allocations and Title XIX Format for FY 2018-19 (PDF).
 - 19-01-03 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2018-19-Revision # 2
 - 20-01-01 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 19-20 Revision # 1
 - 20-01-02 Title XIX Funding Amendment No. 1 for FY 2019-20
 - 20-01-03 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 19-20 Revision # 2
 - 20-01-04 AAA 2020-24 Area Plan Requirements
 - 20-01-05 AAA Admin ASBG FY 19-20 Rev. # 3
 - 20-01-06 AAA Admin Title XIX FY 2019-20 Rev. # 1
 - 20-01-07 Block Grant Supplement # 4
 - 21-01-01 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2020-21 Revision # 1 (PDF)
 - 21-01-02 Area Agency on Aging (AAA) Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2020-2021 Revision # 2 (PDF)
 - 21-01-03 LGBTQ Older Adults—OAA Greatest Social Need Classification (PDF)
 - 21-01-04 Area Agency on Aging (AAA) Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2020-2021 Revision # 3 (PDF)
 - 21-01-05 Issuance of Revised Aging Service Policy and Procedure Manual—Chapter VI: Caregiver Support Program (PDF)
 - 22-01-01 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2021-22 Revision # 1 (PDF)
 - 22-01-02 Area Agency on Aging (AAA) Program Requirements, Planning Allocations and Reporting Requirements for the Title XIX Agreement for FY 2021-22 Revision # 1 (PDF)
 - 22-01-03 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2021-22 Revision # 2 (PDF)
 - 22-01-04 IFF Review Process (PDF)
 - 22-01-05 Area Agency on Aging Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2021-22 Revision # 3 (PDF)
- B. CONGREGATE MEALS**
- 15-03-01 Policies and Standards for Food Safety and Menu Compliance Monitoring
 - 15-03-02 Policies and Standards for the Department of Aging Nutrition Services
- C. SOCIALIZATION, RECREATION, EDUCATION & HEALTH PROMOTION**
- 19-04-01 OAA Title IIID Funding for Evidence-Based Programs and Health & Wellness Program—Effective 7-1-20
- D. EMPLOYMENT SERVICES**
- 12-05-02 Fiscal Year (FY) 12-13 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements

- 12-05-03 Fiscal Year (FY) 12-13 Amended SCSEP Allocations and Slot Levels
- 13-05-01 Fiscal Year (FY) 13-14 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 14-05-01 Fiscal Year (FY) 14-15 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 15-05-01 Fiscal Year (FY) 14-15 SCSEP Funding Allocations
- 16-05-01 Fiscal Year (FY) 15-16 SCSEP Funding
- 16-05-02 Fiscal Year (FY) 16-17 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 16-05-03 On-the-Job Experience Policy
- 16-05-04 Standardized Senior Community Service Employment Program (SCSEP) Participant File Contents and Monitoring Policy
- 17-05-02 Fiscal Year (FY) 17-18 Title V Allocations, Slot Level, Fiscal, Program and Reporting Requirements
- 18-05-01 Final Fiscal Year 17-18 SCSEP Funding Allocations
- 18-05-02 Fiscal Year 18-19 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 18-05-03 SCSEP Revised Durational Limit Policy
- 18-05-04 SCSEP Policies Governing Federal Holidays, necessary Sick Leave, Leave of Absence, Terminations, and Grievances (PDF)
- 19-05-01 Fiscal Year (FY) 19-20 Title V Allocation, Slot Level, Fiscal, Program and Reporting Requirements
- 20-05-01 SCSEP FY 20-21 Title V Allocation, Slot Level, Fiscal Program and Reporting Requirements
- 21-05-01 SCSEP FY 21-22 Title V Allocation, Slot Level, Fiscal Program and Reporting Requirements
- 22-05-01 SCSEP FY 22-23 Title V Allocation, Slot Level, Fiscal Program and Reporting Requirements (PDF)

E. PASSENGER TRANSPORTATION

- 14-07-01 Transportation Payer of Last Resort

F. OMBUDSMAN

- 13-10-01 Upgrade to Statewide Reporting System Ombudsman Manager (Replaces 02-10-01)
- 16-10-01 Long Term Care Ombudsman
- 16-10-01 Regulation Compliance Manual
- 16-10-01 Update to APD Memo

G. ADULT DAY SERVICES

- 14-20-01 Older Adult Daily Living Centers Dually Licensed as an Adult Training Facility

H. PROTECTIVE SERVICES INTAKE AND INVESTIGATION

- 15-24-01 RON Intake and Payment for Ages 18—59
- 16-24-01 Report of Need Notifications for Department of Health Licensed Facilities
- 18-24-01 Revised Report of Need and Instructions (replaces any previous versions and instructions)
- 17-24-01 Protective Services Quality Assurance and Monitoring Protocol
- 19-24-01 Missing Persons Investigation Requirements
- 19-24-02 Revisions to 18 Pa.C.S. § 2713 (Neglect of a Care-Dependent Person), Including the Creation of § 2713.1 (Abuse of a Care-Dependent Person) and changes to the Investigation, Summary, and Assessment (IS&A) form
- 19-24-03 Investigative Requirements When an Older Adult Cannot Be Located (revised 19-24-01)

I. DOMICILIARY CARE

- 13-25-01 2014 Domiciliary Care Payment to Provider
- 15-25-01 2015 Domiciliary Care Payment to Provider
- 16-25-01 2016 Domiciliary Care Payment to Provider
- 17-25-01 2017 Domiciliary Care Payment to Provider
- 17-25-02 2018 Domiciliary Care Payment to Provider
- 18-25-01 2019 Domiciliary Care Payment to Provider
- 19-25-01 2020 Domiciliary Care Payment to Provider
- 20-25-01 2021 Domiciliary Care Payment to Provider
- 21-25-01 2022 Domiciliary Care Payment to Provider

III. POLICY AND PROCEDURES MANUAL:

I. Administration

- A. Directive—Issuance of Aging Service Policy & Procedure Manual Chapter I: Administration
- B. Chapter—Chapter I: Administration
- C. Definitions and Service Standards
 - Appendix A. Definitions
- D. Documentation Requirements
N/A
- E. Forms
N/A
- F. SAMS Data Entry Requirements
N/A
- G. Regulations and Citations
N/A

H. Resources

- Frequently Asked Questions (PDF)

II. Hearings and Appeals

A. Directive—Issuance of Aging Service Policy & Procedure Manual Chapter II: Hearings & Appeals

B. Chapter—Chapter II: Hearings and Appeals

C. Definitions and Service Standards
N/AD. Documentation Requirements
N/A

E. Forms

- Notice of Appeal Rights (PDF)
- Consumer—Adverse Action Notice and Appeal Instructions
- Provider—Adverse Action Notice and Appeal Instructions

F. SAMS Data Entry Requirements
N/A

G. Regulations and Citations

- Appendix C.1—6 PA Code Chapter 3—Hearings and Appeals
- Appendix C.3—6 PA Code Chapter 21—Domiciliary Care Services for Adults

H. Resources
N/A**III. Assessment**

A. Directive—Coming Soon

B. Chapter—Coming Soon

C. Definitions and Service Standards—Coming Soon

D. Documentation Requirements—Coming Soon

E. Forms

- Caregiver Assessment Tool (CAT)
- Caregiver Assessment Tool (CAT) Instructions
- Needs Assessment Tool (NAT)
- Needs Assessment Tool (NAT) Instructions
- Needs Assessment Tool Express (NAT-E)
- Needs Assessment Tool Express (NAT-E) Instructions

F. SAMS Data Entry Requirements—Coming Soon

G. Regulations and Citations—Coming Soon

H. Resources

- Disruptive Mood Dysregulation Disorder Fact Sheet
- Intellectual Disability Fact Sheet
- Obsessive Compulsive Disorder Fact Sheet
- PTSD Fact Sheet
- Schizophrenia Fact Sheet
- Somatic Symptom Disorder Fact Sheet

IV. OPTIONS Program

A. Directive—Issuance of Aging Service Policy and Procedure Manual Chapter IV: OPTIONS Program

B. Chapter—Chapter IV: OPTIONS Program

C. Definitions and Service Standards
• Appendix A.1 OPTIONS Service StandardsD. Documentation Requirements
• Appendix B.1 OPTIONS Service Order Documentation Requirements

E. Forms

- Appendix C.1 OPTIONS Consumer Reimbursement: Self-Employed/Independent Contractor Declaration
- Appendix C.2 OPTIONS Consumer Reimbursement Form: Personal Care and Home Support
- Appendix C.3 OPTIONS Consumer Reimbursement Form: Other

F. SAMS Data Entry Requirements

- Appendix D.1 SAMS Data Entry Requirements

G. Regulations and Citations

- Appendix E.1 28 PA Code Chapter 601: Home Health Care Agencies
- Appendix E.2 28 PA Code Chapter 611: Home Care Agencies and Home Care Registries

H. Resources

- Appendix F.1 U.S. Citizen and Lawful Permanent Resident Requirements
- Appendix F.2 OPTIONS to MA Long-Term Services and Supports Transfer Process
- Appendix F.3 OPTIONS Cost Share Scale
- Appendix F.4 Financial Thresholds for Mandatory Medical Assistance Eligibility Determination Process

V. Care Management

A. Directive—Coming Soon

B. Chapter—Coming Soon

C. Definitions and Service Standards—Coming Soon

D. Documentation Requirements—Coming Soon

E. Forms—Coming Soon

F. SAMS Data Entry Requirements—Coming Soon

G. Regulations and Citations—Coming Soon

H. Resources—Coming Soon

VI. Caregiver Support Program

A. Directive—Issuance of Aging Service Policy and Procedure Manual Chapter VI: Caregiver Support Program

B. Chapter—Chapter VI: Caregiver Support Program

C. Definitions and Service Standards
• Appendix A.1 CSP Eligibility Quick Reference Chart
• Appendix A.2 CSP Program Service StandardsD. Documentation Requirements
N/A

E. Forms

- Appendix C.1 CSP Conditions of Participation/Certificate of Accountability Form
- Appendix C.2 CSP Self-Employed/Independent Contractor Declaration Form
- Appendix C.3 Caregiver Reimbursement for Services and Supplies Form
- Appendix C.4 Caregiver Reimbursement for Personal Care and In-Home Respite Form

F. SAMS Data Entry Requirements

- Appendix D.1 SAMS Data Entry Requirements

G. Regulations and Citations

- Appendix E.1 PA Caregiver Support Program Regulations
- Appendix E.2 Older American's Act
- Appendix E.3 PA Caregiver Support Act of 2011

H. Resources

- Appendix F.1 Acceptable Proof of PA Residency
- Appendix F.2 CSP Reimbursement Percentage Guide
- Appendix F.3 Resources for Caregivers of Children

IV. TECHNICAL ASSISTANCE BULLETINS

- 08-07-10: PDA Waiver vs. DPW MATP (PDF)
- 06-20-01: Interim Licensure Process for Older Adult Daily Living Centers
- 06-20-02: Certificate of Occupancy Code for Older Adult Daily Living Centers
- 18-24-01: Adult Protective Services Payment Requirements
- 11-24-01: Protective Services Conflict of Interest Cases (PDF)
- 00-24-01: Protective Services Role in Licensed Facilities (PDF)
- 94-12-02: Guidelines for the Termination of Protective Services (PDF)
- 94-12-01: Guidelines for a Protective Services Emergency Involuntary Intervention (PDF)
- 18-29-01: AAA/LIFE Program Interface

V. COUNCIL ON AGING

Contact: Stephanie Cole, Special Assistant to the Secretary of Aging (717) 772-0193

- Pennsylvania Council on Aging Bylaws

VI. PHARMACEUTICAL PROGRAM (PACE)

Contact: PACE Operations Division; (717) 787-7313

- PACE Provider Manual

A. PROVIDER BULLETINS

- PPB-20-011 PACE-CRDP-SPBP Audit and Telephone Prescription Changes REVISED
- PPB-20-010 REVISED PACE RDP and SPBP2 Non Par Labeler Code Bulletin
- PPB-20-009 REVISED PACE CRDP and SPBP2 Non Par Labeler Code Bulletin
- PPB-20-008 PACE and CRDP Non Par Labeler Code Bulletin
- PPB-20-007 PACE-CRDP-SPBP Audit and Telephone Prescription Changes (002)
- PPB-20-006 REVISED PACE and CRDP Non Par Labeler Code Bulletin
- PPB-20-005 PACE and CRDP Non Par Labeler Code Bulletin
- PPB-20-004 PACE Early Refill Edit UPDATE
- PPB-20-003 PACE Early Refill Edit
- PPB-20-002 Billing Partial Fills
- PPB-20-001 340 B Pricing Reminder Bulletin
- PPB-19-001 Non Par Labeler Code Bulletin
- PPB-19-002 REVISED Non Par Labeler Code Bulletin
- PPB-19-004 AutoCAT and WCSF Termination Bulletin 2-26-19
- PPB-19-005 PACE Valid Claim Data

- PPB-19-006 PACE Medication Synchronization
- PPB-18-001 Sensipar Bulletin PACE and CRDP
- PPB-18-003 Carisoprodol Bulletin PACE
- PPB-18-004 Standing Order for Naloxone Bulletin
- PPB-18-005 Opioid Disaster Declaration
- PPB-18-006 WEB PORTAL ENROLLMENT
- PPB-18-007 NEW EDIT CRITERIA for BENZODIAZEPINES, SEDATIVE HYPNOTICS, MUSCLE RELAXANTS and OPIOIDS EFFECTIVE July 23, 2018
- PPB-18-008 New Edit Criteria for Opioid max duration effective Oct 10, 2018
- PPB-18-009 Non Par Labeler Code Bulletin
- PPB-18-010 Benzodiazapines and Sedative Hypnotics MX bulletin
- PPB-18-011 PACENET Income Limits Bulletin
- PPB-18-012 PACE and SPBP Third Party Liability Recovery Project
- PPB-18-013 PACE CRDP SPBP Get Help Now Campaign Bulletin
- PPB-18-014 PACE and SPBP Third Party Liability Recovery Project FAQ Bulletin
- PPB-18-015 Medicare Part D partner plans 2019
- PPB-18-016 Get Help Now Campaign Reminder Bulletin
- PPB-17-001 Medicare Part D Partner Plans 2017 sent January 2017
- PPB-17-002 Commonwealth of Pennsylvania Drug Manufacturers' Rebate Program Non Participating Manufacturers—sent February 2017
- PPB-17-003 Commonwealth of Pennsylvania Rebate Program Non Participating Drug Manufacturers Revised—sent February 2017
- PPB-17-004 Commonwealth of Pennsylvania Rebate Program Non Participating Drug Manufacturers—Revision # 2—sent March 2017
- PPB-17-005 Date of Birth Edit—sent June 2017
- PPB-17-006 Restricted Stimulants for PACE—sent May 2017
- PPB-17-007 Commonwealth of Pennsylvania Drug Manufacturers' Rebate Program Non Participating Manufacturers sent May 2017
- PPB-17-008 Short Cycle Claims Reprocessing sent May 2017
- PPB-17-009 Date of Birth Edit—UPDATE—sent May 2017
- PPB-17-010 DUR Edits—sent June 2017
- PPB-17-011 Commonwealth of Pennsylvania Drug Manufacturers' Rebate Program REVISION—sent June 2017
- PPB-17-012 DOB Bulletin Implementation

PPB-17-013	PACE CRDP SPBP2 Non participating Manufacturers Bulletin	PPB-15-006	Part D Plan Transition Period Bulletin sent March 2015
PPB-17-014	PACE Dispensing Fee Revision Bulletin	PPB-15-007	System Upgrade Window Bulletin sent May 2015
PPB-17-015	PACE CRDP SPBP2 Non participating Manufacturers Bulletin	PPB-15-008	\$4,000 Prescription Procedure Revision Bulletin sent June 2015
PPB-17-016	Surrounding State Edit Bulletin	PPB-15-009	Drug Manufacturers' Rebate Program Non Participating Manufacturers sent August 2015
PPB-17-017	Med D plans 2018 bulletin	PPB-15-010	Praluent® (alirocumab) Injection sent August 2015
PPB-16-001	Prescriber Edit Enhancement sent January 2016	PPB-15-011	Mandatory Substitution sent August 2015
PPB-16-002	Prescriber Edit Enhancement: Implementation sent January 2016	PPB-15-012	Prolia® (denosumab) Injection sent August 2015
PPB-16-003	Part D Transition Period: Ending sent February 2016	PPB-15-014	Levemir® (Insulin Detemir [rDNA Origin] Injection) Day's Supply sent September 2015
PPB-16-004	AstraZeneca Recall sent February 2016	PPB-15-015	Immunizations: Influenza Vaccine sent October 2015
PPB-16-005	Rejected Reversal Recovery sent March 2016	PPB-15-016	Drug Manufacturers' Rebate Program Non Participating Manufacturers sent September 2015
PPB-16-006	Proton Pump Inhibitor (PPI) Implementation sent March 2016	PPB-15-017	2016 Edit Enhancements sent December 2015
PPB-16-007	Update: Federal Upper Limits (FUL) sent March 2016	PPB-15-018	Cost Exceeds Maximum Edit Revision sent October 2015
PPB-16-008	Postponed Rejected Reversal Recovery sent March 2016	PPB-15-019	Prescriber Edit Enhancement sent December 2015
PPB-16-009	Drug Manufacturers' Rebate Program Non Participating Manufacturer sent March 2016	PPB-15-020	Medicare Part D Partner Plans 2016 sent December 2015
PPB-16-010	Mandatory Substitution sent April 2016	PPB-14-005	ProDUR Editing of Part D claims Bulletin sent September 2014
PPB-16-011	Revised Audit Manual sent April 2016	PPB-14-006	ProDUR Edit Additions Bulletin sent September 2014
PPB-16-012	Compound Edit sent May 2016	PPB-14-007	FUL (Federal Upper Limit) Reprocessing Bulletin sent September 2014
PPB-16-013	Update: Federal Upper Limits (FUL) sent April 2016	PPB-14-009	Non-participating Manufacturers Bulletin sent October 2014
PPB-16-014	DUR High Dose Edits sent May 2016	PPB-13-002	FUL Reimbursement Bulletin sent May 2013
PPB-16-015	New PACE Provider Agreement sent May 2016	PPB-13-003	New DUR Edits Bulletin sent March 2013
PPB-16-016	New PACE Legislation sent November 2016	PPB-13-004	Rejected Reversals Bulletin sent April 2013
PPB-16-017	Drug Manufacturers' Rebate Program sent August 2016	PPB-13-005	NCPDP 7C Edit Bulletin sent March 2013
PPB-16-018	Short Term Opioid Edit sent September 2016	PPB-13-006	Compound Enhancement Bulletin sent May 2013
PPB-16-019	Therapeutic Duplication Edit sent September 2016	PPB-13-007	Non-Participating Manufacturers Bulletin sent May 2013
PPB-16-020	Drug Manufacturers Update sent September 2016	PPB-12-001	Part D Plans with Agreements Bulletin sent January 2012
PPB-15-001	New Edits Bulletin sent January 2015	PPB-12-002	D.Ø Postponement Bulletin sent March 2012
PPB-15-002	Medicare Part D Plan Information Bulletin sent January 2015	PPB-12-003	PACE Implementation Bulletin sent April 2012
PPB-15-003	FUL (Federal Upper Limits) Reimbursement Bulletin sent January 2015		
PPB-15-004	Alzheimer Disease Edits Bulletin sent February 2015		
PPB-15-005	Quantity Limits Bulletin sent March 2015		

PPB-12-004	Correct BIN number on secondary claims sent March 2012	PPB-14-001	Part D Listing Notification
PPB-12-006	PACE Implementation reminder Bulletin sent April 2012	PPB-14-002	Program Updates Bulletin
PPB-12-007	PACE Portal Announcement Bulletin sent April 2012	PPB-14-003	Non-Participating Manufacturers
PPB-12-008	NCPD v5.1Denial Date Bulletin sent May 2012	PPB-14-004	ICD 9 and ICD 10 Bulletin Information
PPB-12-009	Prescriber NPI edit Bulletin sent May 2012	PPB-14-005	ProDUR Editing of Part D claims
PPB-12-010	4Rx Identifier Edit Bulletin sent June 2012	PPB-14-006	ProDUR Edit Additions
PPB-12-013	Non-Participating Manufacturers Bulletin sent September 2012	PPB-14-007	FUL (Federal Upper Limit) Reprocessing
PPB-12-014	FUL (Federal Upper Limits) Bulletin sent October 2012	PPB-14-008	Copaxone® 20 mg. Package Change
PPB-12-015	Short Cycle Dispensing Bulletin sent October 2012	PPB-14-009	Non-Participating Manufacturers
PPB-12-016	Part D Plans for 2013 sent November 2012	PPB-15-001	New Edits
PPB-12-017	Provider NPI equals the Prescriber NPI sent December 2012	PPB-15-002	Medicare Part D Plan Information Partner Plans
PPB-12-018	Pro DUR Bulletin sent November 2012	PPB-15-003	FUL (Federal Upper Limit) Reprocessing Completion
PPB-13-001	Medicare Part D Lists sent January 2013	PPB-15-004	Alzheimer Disease Edits
PPB-13-002	FUL (Federal Upper Limit) Reprocessing sent May 2013	PPB-15-005	Denied Part D claims: Quantity Limits
PPB-13-003	New ProDUR Edits sent March 2013	PPB-15-006	Part D Plan Transition Period
PPB-13-004	Rejected Reversal Transactions sent April 2013	PPB-15-007	Upgrade Window
PPB-13-005	Implementation: Reject 7C: M/I Other Payer ID sent March 2013	PPB-15-008	\$4,000 Prescription Procedure Revision
PPB-13-006	Compound Claims Processing Enhancement sent May 2013	PPB-15-009	Non-Participating Manufacturers
PPB-13-007	Non-Participating Manufacturers sent June 2013	PPB-15-010	Praluent® (alirocumab) Injection
PPB-13-008	Non-Participating Manufacturers Bulletin sent July 2013	PPB-15-011	Mandatory Substitution
PPB-13-009	Non-Participating Manufacturers Bulletin ***Revised*** sent July 2013	PPB-15-012	Prolia® (denosumab) Injection
PPB-13-010	Non-Participating Manufacturers ***Update*** sent July 2013	PPB-15-014	Levemir® (Insulin Detemir [rDNA Origin] Injection)
PPB-13-011	Medicare Part D 90 Day Supply Prescription Refill Edit sent July 2013	PPB-15-015	Immunizations: Influenza Vaccine
PPB-13-012	Rewards/Loyalty/Gas Points Programs sent July 2013	PPB-15-016	Update: Rebate: Non Participating Manufacturers
PPB-13-013	Dur Addition—Qsymia® sent August 2013	PPB-15-017	2016 Edit Enhancements
PPB-13-014	Program Compliance sent September 2013	PPB-15-018	Cost Exceeds Maximum Edit Revision
PPB-13-015	Perforomist® Inhalation Solution sent August 2013	PPB-15-019	Prescriber Edit Enhancement
PPB-13-016	Coordination of Benefits Edit Logic Enhancement sent September 2013	PPB-15-020	Medicare Part D Partner Plans 2016
PPB-13-018	Manufacturer's Rebate Bulletin sent November 2013	PPB-16-001	Updates: Prescriber Edit Enhancement
PPB-13-019	PACE Core CAQH Notice sent November 2013	PPB-16-002	Updates: Prescriber Edit Enhancement: Implementation
		PPB-16-003	Updates: Part D Transition Period: Ending
		PPB-16-004	Recall: AstraZeneca
		PPB-16-005	Rejected Reversal Recovery
		PPB-16-006	Proton Pump Inhibitor (PPI) Implementation
		PPB-16-007	Update: Federal Upper Limits (FUL)
		PPB-16-008	Rejected Reversal Recovery—Denied
		PPB-16-009	Non-Participating Manufacturers
		PPB-16-010	Mandatory Substitution
		PPB-16-011	Revised Audit Manual
		PPB-16-012	PACE Compound Edit
		PPB-16-013	Update FUL

PPB-16-014	DUR High Dose Edits	PPB-18-012	PACE and SPBP Third Party Liability Recovery Project
PPB-16-015	New PACE Provider Agreement	PPB-18-013	PACE CRDP SPBP Get Help Now Campaign Bulletin
PPB-16-016	New PACE Legislation	PPB-18-014	PACE and SPBP Third Party Liability Recovery Project FAQ Bulletin
PPB-16-017	Drug Manufacturers' Rebate Program Non-Participating Manufacturers	PPB-18-015	Medicare Part D partner plans 2019
PPB-16-018	Short Term Opioid Edit	PPB-18-016	Get Help Now Campaign Reminder Bulletin
PPB-16-019	Therapeutic Duplication Edit	PPB-19-001	Non Par Labeler Code Bulletin
PPB-16-020	Drug Manufacturers Update	PPB-19-002	REVISED Non Par Labeler Code Bulletin
PPB-17-001	Medicare Part D Partner Plans 2017	PPB-19-004	AutoCAT and WCSF Termination Bulletin 2-26-19
PPB-17-002	Commonwealth of Pennsylvania Drug Manufacturers' Rebate Program Non-Participating Manufacturers	PPB-19-005	PACE Valid Claim Data
PPB-17-003	Commonwealth of Pennsylvania Rebate Program Non-Participating Drug Manufacturers Revised	PPB-19-006	PACE Medication Synchronization
PPB-17-004	Commonwealth of Pennsylvania Rebate Program Non-Participating Drug Manufacturers Revision # 2	PPB-19-008	PACE CRDP SPBP Non Par Labeler Code Bulletin
PPB-17-005	Date of Birth Edit	PPB-19-009	REVISED PACE CRDP SPBP Non Par Labeler Code Bulletin
PPB-17-006	Restricted Stimulants for PACE	PPB-19-010	PACE and CRDP Non Par Labeler Code Bulletin (002)
PPB-17-007	Commonwealth of Pennsylvania Drug Manufacturers' Rebate Program Non-Participating Manufacturers	PPB-19-011	REVISED PACE and CRDP Non Par Labeler Code Bulletin
PPB-17-008	Short Cycle Claims Reprocessing	PPB-19-012	PACE and CRDP Non Par Labeler Code Bulletin (002)
PPB-17-009	Date of Birth Edit Update	PPB-19-013	PACE Prescriptions for Brand Medications
PPB-17-010	Dur Edits	PPB-19-014	PACE and CRDP Non Par Labeler Code Bulletin
PPB-17-011	Commonwealth of Pennsylvania Drug Manufacturers' Rebate Program Revision	PPB-19-015	Medicare Part D partner plans 2020
PPB-17-012	DOB Bulletin Implementation	PPB-20-001	340 B Pricing Reminder Bulletin
PPB-17-013	PACE CRDP SPBP2 Non-Participating Manufacturers Bulletin	PPB-20-002	Billing Partial Fills
PPB-17-014	PACE Dispensing Fee Revision Bulletin	PPB-20-003	PACE Early Refill Edit
PPB-17-015	PACE CRDP SPBP2 Non-Participating Manufacturers Bulletin	PPB-20-004	PACE Early Refill Edit UPDATE
PPB-17-016	Surrounding State Edit Bulletin	PPB-20-005	PACE and CRDP Non Par Labeler Code Bulletin
PPB-17-017	Med D plans 2018 bulletin	PPB-20-006	REVISED PACE and CRDP Non Par Labeler Code Bulletin
PPB-18-001	Sensipar Bulletin PACE and CRDP	PPB-20-007	PACE-CRDP-SPBP Audit and Telephone Prescription Changes (002)
PPB-18-003	Carisoprodol Bulletin PACE	PPB-20-008	PACE and CRDP Non Par Labeler Code Bulletin
PPB-18-004	Standing Order for Naloxone Bulletin	PPB-20-009	REVISED PACE CRDP and SPBP2 Non Par Labeler Code Bulletin
PPB-18-005	Opioid Disaster Declaration	PPB-20-010	REVISED PACE CRDP and SPBP2 Non Par Labeler Code Bulletin
PPB-18-006	WEB PORTAL ENROLLMENT	PPB-20-011	PACE-CRDP-SPBP Audit and Telephone Prescription Changes REVISED
PPB-18-007	New Edit Criteria for Benzodiazepines, Sedative Hypnotics, Muscle Relaxants And Opioids Effective July 23, 2018	PPB-20-012	Incremental Fills-CII Medications Bulletin
PPB-18-008	New Edit Criteria for Opioid max duration effective Oct 10, 2018	PPB-20-013	REVISED Incremental Fills-CII Medications Bulletin
PPB-18-009	Non Par Labeler Code Bulletin	PPB-20-014	Valid Claim Data
PPB-18-010	Benzodiazapines and Sedative Hypnotics MX bulletin		
PPB-18-011	PACENET Income limits Bulletin		

PPB-20-015	PACE and CRDP Non Par Labeler Code Bulletin
PPB-20-016	PACE Bulletin-MedSync Bulletin Reminder
PPB-20-017	Medicare Part D partner plans 2021
PPB-21-001	PACE-PAP-COVID 19 Vaccines
PPB-21-002	PACE-CRDP-SPBP Incremental Fills-Copay Proration and Dispensing Fee
PPB-21-003	PACE-CRDP-SPBP Bulletin—Indy Health
PPB-21-004	PACE-CRDP-PAP Date RX Written and Refill Edit Changes Bulletin
PPB-21-005	PACE-PAP UC \$3000 Prescription Procedure Revision
PPB-21-006	PACE-PAP Insulin and HIV Medications
PPB-21-007	PACE PAP and CRDP Non-Participating Manufacturers Bulletin
PPB-21-008	Insulin and HIV Medications Update
PPB-21-009	REVISED PACE PAP and CRDP Non-Participating Manufacturers Bulletin
PPB-21-010	PACE-CRDP-PAP Early Refill Edit Reinstatement Bulletin
PPB-21-011	Naloxone Copay Assistance Program
PPB-21-012	PACE PAP and CRDP Non-Participating Manufacturers Bulletin
PPB-21-013	Naloxone Copay Assistance Program
PPB-21-014	REVISED PACE PAP and CRDP Non-Participating Manufacturers Bulletin
PPB-21-015	Other Payer-Patient Responsibility Amount Changes Bulletin
PPB-21-017	Medicare Part D partner plans 2022
PPB-21-018	UPDATES Other Payer-Patient Responsibility Amount Changes POSTPONED
PPB-22-001	NEW PACE LEGISLATION
PPB-22-002	Naloxone Copay Assistance Program Reminder
PPB-22-003	Naloxone Copay Assistance Program UPDATE
PPB-22-004	PACE-CRDP-SPBP Bulletin-Program Updates
PPB-22-005	PACE-CRDP-SPBP Bulletin-COB OCC Reminders
PPB-22-006	PACE-CRDP-SPBP Bulletin-Program Updates REVISED
PPB-22-007	PACE Medication Synchronization Update
PPB-22-008	PACE-SPBP-PAP Incremental Fills-Copay & Dispensing Fee on Initial Fill

B. PHYSICIAN EDUCATIONAL TRAINING

Previous Physician Educational Training

- Evaluation and management of Alzheimer's Disease and related disorders
- Aggregating the evidence on antiplatelet drugs: A review of recent clinical trials

- Helping patients with COPD breathe easier: Integrating the latest evidence on chronic lung disease into primary care practice
- Preventing falls in the elderly: What primary care clinicians can do to reduce injury and death
- Acid Suppression Therapy: Neutralizing the Hype
- Managing pain in the elderly
- Managing pain without overusing opioids: Implementing safe, effective, and less risky analgesic strategies
- Weighing the evidence on obesity and its management
- Just a spoonful of medicine helps the sugar go down: Improving the management of type 2 diabetes
- Preventing overuse of antipsychotic drugs in nursing home care
- Evaluating and managing urinary incontinence
- Anticoagulation: a key strategy—slow(er), even if not steady, wins the race
- Heart failure: Managing risk and improving patient outcomes
- Managing type 2 diabetes: a spoonful of medicine helps the sugar go down, but there's more to it than that
- Lowering lipid levels

2021 PACE Physician Educational Training

- Physician Visits: During 2021, the academic detailing team logged 3,274 visits at physician practices across the Commonwealth.
- Course Delivery: Accredited courses most frequently delivered were:
 - Serious Illness
 - Heart failure
 - Diabetes
 - Immunizations
- Physician Evaluations of Training: Of the training sessions conducted, scored received were near perfect with respect to content and presentation, clinical decision-making in caring for patients, and benefitting the well-being of their patients.

VII. PROTECTIVE SERVICES

Contact: Denise Getgen, Director; (717) 772-0184

- Older Adult Protective Services Guidance Tool

VIII. EDUCATION & OUTREACH

Contact: Steve Rodgers, Director; (717) 783-7132

A. APPRISE SHIP Tracking and Reporting System (STARS) Manual

- Telecenter Manual
- Local Coordinator Manual
- APPRISE Volunteer Handbook
- APPRISE On-site Assessment Guide for Local Programs
- APPRISE On-site Assessment Guide for Regional Coordinators
- APPRISE Mentee Guide
- APPRISE Mentor Guide

B. HEALTH & WELLNESS

- Health & Wellness Program Coordinator Manual

IX: COVID-19 GUIDANCE

Contact: Karen Gray, Director, Office of Communications; (717) 705-3702

- A. COVID-19 Closure Provider Guidance

3/15/2020 Adult Day Centers

3/15/2020	OPTIONS/Caregiver Support/Domiciliary Care
3/15/2020	Senior Community Centers
3/18/2020	Protective Services
4/7/2020	FBI Background Checks
4/20/2020	Legal Services
4/22/2020	Domiciliary Care Backup Plan
4/29/2020	Senior Community Service Employment Program

B. COVID-19 Reopening Provider Guidance

6/3/2020	Adult Day Centers
6/8/2020	Consumer Contact & In-Home Visits
6/13/2020	Senior Community Center Reopening Guidance
6/15/2020	Protective Services
6/23/2020	Domiciliary Care
8/12/2020	Consumer Acknowledgement Form
8/12/2020	Consumer Notice Form
5/18/2021	Senior Community Service Employment Program Temporary Increase in Weekly Hours
6/9/2021	Senior Community Centers—Lifting Mitigation Strategies
7/8/2021	Protective Services (Revised)
7/8/2021	Aging Services
7/8/2021	Adult Day Centers (Revised)
3/17/2022	Hazard Pay

C. COVID-19 Resurgence Provider Guidance

8/28/20	Aging Services
8/28/20	Protective Services
8/28/20	Senior Community Centers
12/3/20	Senior Community Service Employment Program

D: COVID-19 Provider Forms

8/12/20	Consumer Acknowledgment Form
8/12/20	Consumer Notice Form
8/28/20	Mitigation Strategies Change Form
3/17/2022	Consumer Acknowledgment Form
3/17/2022	Consumer Notice Form

Department of AGRICULTURE

I. POLICY STATEMENTS

A. Bureau of Administrative Services

- Right-to-Know Procedures—Public Access to Information
- Contact: Susan West (717) 787-5674

B. Bureau of Food Assistance

- Allowable Uses of State Food Purchase Program Capital Asset Program (CAP) Monies
- Contact: Sandy Hopple (717) 772-2693

C. Bureau of Market Development

- Instructions for Completion of Application for Fairs Capital Improvement Matching Funds Grant
- Contact: Tracy Barone (717) 772-3094

D. State Horse Racing Commission

- Licensing Procedures and Standards for Applicants—Bureau of Harness Racing
- Contact: Nicole McCrone (717) 265-7751
- Licensing Procedures and Standards for Applicants—Bureau of Horse Racing
- Contact: Nicole McCrone (717) 265-7751

II. GUIDANCE MANUALS

A. Bureau of Animal Health and Diagnostic Services

- Pennsylvania Animal Diagnostic Laboratory System User Guide
- Guidance on Veterinary Practices Amid COVID-19 Pandemic
- COVID-19 Guidance: Livestock Markets
- COVID-19 Guidance: Agricultural Auctions and Markets
- National Poultry Improvement Plan (NPIP) Enrollment Instructions for Subpart 145E Non-Commercial Hatcheries in PA
- National Poultry Improvement Plan (NPIP) Enrollment Instructions for Subpart 145E Commercial Hatcheries in PA
- National Poultry Improvement Plan (NPIP) Enrollment Instructions for Commercial Hatcheries in PA
- National Poultry Improvement Plan (NPIP) Enrollment Instructions for Subpart 145J—Upland Game Bird Hatcheries, Breeder Flocks, and Raised for Release Birds in PA
- HPAI Sampler Training Handout
- National Poultry Improvement Plan (NPIP) LPAI Monitored Program Enrollment Instructions for Commercial Table Egg Layer Flocks; Slaughter Plants and Affiliated Flocks; and Raised-for-Release Game Birds/Waterfowl in PA
- Certified Poultry Technician User Guide
- Dealers, Agents and Haulers of Domestic Animals—Requirements
- Guidance on Veterinary Practices Amid COVID-19 Pandemic

Contact: Dr. Kevin Brightbill (717) 705-1626

- Pennsylvania Animal Diagnostic Laboratory System Fee Schedule
- Contact: Deepanker Tewari (717) 787-8808

B. Bureau of Dog Law Enforcement

- Standard Operating Procedures Manual
- Contact: Kristen Donmoyer (717) 787-3062

C. Bureau of Farmland Preservation

- A Guidebook to Farmland Preservation
 - Agricultural Security Area Handbook
- Contact: Doug Wolfgang (717) 783-3167

D. Bureau of Food Assistance

- Farmers Market Nutrition Program—Farmer/Vendor Procedure Manual
- Woman, Infants, and Children (“WIC”) FMNP Procedure Manual
- Self Declaration of Need: Income Poverty Guidelines for TEFAP, with USDA Nondiscrimination Statement

- CSFP Applicant Self-Declaration of Need with USDA Nondiscrimination Statement
Contact: Sandy Hopple (717) 772-2693

E. Bureau of Food Safety and Laboratory Services

- Open Air Markets Requirements for Food Protection within a Retail Food Facility
- Guidelines for the Preparation of Sushi Products
- Guidance for Labeling Packaged Foods in Retail Food Facilities
- Checklist for Mobile Food Facilities in PA
- Checklist for Temporary Food Facilities Operating with Permanent Licenses in PA
- Checklist for Retail Food Facilities Operating with Temporary Licenses in PA
- Current Good Manufacturing Practices (GMPs)—Food Establishment Checklist
- Canning of Acid, Acidified, or Fermented Foods and Beverages—Guidance for PA Commercial Food Processors
- Canning of Acid, Acidified, or Fermented Foods and Beverages—Guidance for PA Limited Food Establishments
- Guidelines for Apple Cider/Juice Processors in PA
- Guidelines for Maple Syrup Processors
- Kombucha Brewing and Bottling Guidelines—Hazard Controls and Preventive Controls for Safety
- Guidelines for Honey Processors in PA
- Honey Registration Guide
- Rabbit and Poultry Slaughter/Processing Requirements
- Rabbit Slaughtering Operations—Rabbit Health
- Guidelines for Product Samples
- Sanitation and Food Safety in the Deli
- Ready-to-Eat Time/Temperature Control for Safety Food—Date Marking
- Labeling Requirements of Food Products at Retail Food Facilities—Unpackaged Food Portioned to Consumer Specifications
- Labeling Requirements of Food Products at Retail Food Facilities—Unpackaged Food—Customer Self-Service
- Labeling Requirements of Food Products at Retail Food Facilities
- Guidance for Labeling Packaged Foods in Retail Food Facilities
- Eggs from Small Flock Producers
- Clean-Up for Vomiting and Diarrheal Event in Retail Food Facilities
- Mobile Food Facility Operation Guide—Guidelines for MFF Licensing—Permanent Licenses and Temporary Licenses
- Barbequing in PA
- Pre-Operational Guide for Temporary Food Facilities with Temporary Licenses
- Specialized Processes at Retail
- Reduced Oxygen Packaging (ROP) Policy and Procedures
- Consumer Food Safety for Emergencies
- Restaurants and Retail Food Stores Reopening after Flooding
- Emergency Guideline for Food Facilities during Boil Water Advisory and Other Public Notices
- Restaurant and Retail Food Facilities—Responding to a Power Outage
- Guidance for Loss of Water Service in Food Facilities
- Farmers Market General Guidelines
- Farmers Market Guide to Licensing and Sales Tax
- Current Local Health Jurisdiction listing
- Temporary vs. Permanent at Event Requirements Comparison Chart
- HACCP General Guide to Hazards
- HACCP Plan in PA Retail Food Facilities—Plan Content Requirements
- Food Employee Certification—List of Course Providers
- Food Employee Certification—Food Safety for Non Profits
- Seasonal Farm Labor Camps—An Operators Guide to Farm Labor Camps in PA
- Seasonal Farm Labor Camps—SFLC Plan Review Checklist
- Seasonal Farm Labor Camps—SFLC Self—Inspection
- Manufactured Foods—Canned Food Decision Tree
- Manufactured Foods—Foods with a Standard of Identity
- Manufactured Foods—Manufacturing Reference Sheet
- Frozen Desserts—Frozen Dessert Cleaning Flowchart
- Frozen Desserts—Frozen Dessert Guidelines
- Frozen Desserts—Frozen Dessert Machine Cleaning Procedures
- Frozen Desserts—Frozen Dessert Testing Fact Sheet
- Milk—Milk Labeling Standards
- Milk—Milk Labeling Flexibility Memo

Contact: Sheri L. Morris (717) 787-4315

F. Bureau of Plant Industry

- Instructions for Licensing under the Pennsylvania Commercial Feed Law
 - Veterinary Feed Directive from FDA
 - Exhibitor's Guide to Veterinary Feed Directive
 - Instructions for Licensing under the Pennsylvania Fertilizer Act
 - Directions for Renewing Specialty Fertilizer Registration in Pennsylvania
 - Instruction for Licensing under the Pennsylvania Agricultural Liming Materials Act
- Contact: David Dressler (717) 772-5216
- Instructions for Licensing under the Pennsylvania Seed Act
 - Non-commercial Seed Library Policy
 - Seed Library Protocol
 - Seed Program FAQs
- Contact: Johnny Zook (717) 787-4894
- Directions for Registering Pesticides in Pennsylvania
 - Restricted Use Pesticide Record Template
 - Notice Regarding Section 18 Applications for Surface Antimicrobial Pesticide Products Against SARS CoV-2
- Contact: Daniel Duer (717) 772-5211
- Guidance for Sponsors of Pesticide Course
- Contact: Jessica Lenker (717) 772-5217
- Instructions for Licensing under the Pennsylvania Soil and Plant Amendment Act
 - Directions for Soil and Plant Amendment Registration in Pennsylvania
- Contact: David Dressler (717) 772-5216
- IPM for Pennsylvania Schools: A How-To Manual
 - Hemp Grower/Processor Application Instructions
 - Checklists for Hemp Application and Permit Requirements:
 - Hemp Sampling Agent Training, protocols, and forms
 - Hemp Testing Laboratories Requirements and Registry
- Contact: Sarah Pickel (717) 772-5227
- Guidelines for Handling and Disposal of Flood Damaged Grain and Other Crops
- Contact: Erin Bubb (717) 772-5215
- Spotted Lanternfly Checklist for Residents
 - Spotted Lanternfly Quarantine Decision Tree
- Contact: Shane Philipps (717) 836-3255
- Voluntary Best Management Practices for Beekeepers
- Contact: Karen Roccasecca (717) 346-9567

G. Bureau of Ride and Measurement Standards

- Amusement Ride Operators' and Attendants' Manual
- Seller, Installer, Repairer Policy Statement
- Certified Examiner of Weights and Measures Policy Statement

Contact: Walt Remmert (717) 787-9089

H. Pennsylvania State Conservation Commission

- Resource Enhancement and Protection Program (REAP)—Program Guidelines and Application

Contact: Joel Semke (717) 705-4032

- Odor Management Guidance and Technical Manual
- Odor Best Management (BMPs) for Facility Odor Management
- Odor Management Plan (OMP) Standard Plan Template
- Odor Management Plan (OMP) Amendment Standard Plan Template
- Odor Management Vegetative Buffer Standard

Contact: Karl Dymond (215) 287-4564

- Conservation Excellence Grant Program—Program Guidelines

Contact: Eric Cromer (223) 666-2556

- Conservation Excellence Grant Program—Program Guidelines
- Guidelines for the Agricultural Conservation Technical Assistance Program
- Special Project Guidelines—"Building for Tomorrow" Leadership Development Program
- Special Project Guidelines—Ombudsman Program

Contact: Johan Berger (717) 772-4189

- Pennsylvania's Nutrient Management Act Technical Manual

- Nutrient Management Program Administrative Manual

Contact: Frank Schneider (717) 705-3895

- Dirt, Gravel, and Low Volume Roads Maintenance Program—Policy
- Dirt, Gravel, and Low Volume Roads Maintenance Program—Administrative Manual
- SECTION 9106 OF PA VEHICLE CODE
- PENNSYLVANIA DIRT, GRAVEL, AND LOW VOLUME ROAD MAINTENANCE PROGRAM STREAM CROSSING TECHNICAL MANUAL
- STATE CONSERVATION COMMISSION DSA STANDARD AND SPECIFICATION
- PA STATE CONSERVATION COMMISSION DIRT GRAVEL AND LOW VOLUME ROAD PROGRAM STREAM CROSSING DESIGN AND INSTALLATION STANDARD

Contact: Roy Richardson (717) 787-2103

I. State Horse Racing Commission

- Guidelines for Medications in Racehorses—Bureau of Harness Racing
- Guidelines for Medications in Racehorses—Bureau of Horse Racing

Contact: Jason Klouser (717) 705-1626

III. INTERNAL GUIDELINES**A. Bureau of Animal Health and Diagnostic Services**

- Bureau of Animal Health and Diagnostic Service Policy and Field Personnel Guidance Field Personnel Involvement in Animal Cruelty Investigations

Contact: Dr. Kevin Brightbill (717) 705-1626

- Pennsylvania Animal Diagnostic Laboratory System User Guide

Contact: Dr. Kevin Brightbill (717) 705-1626

B. Bureau of Farmland Preservation

- Checklist for Review of an Agricultural Conservation Easement Purchase Recommendation
- Checklist for Evaluation of a County Agricultural Conservation Easement Purchase Program

Contact: Douglas M. Wolfgang (717) 783-3167

C. Bureau of Food Assistance

- Temporary Enforcement Guidance: State Food Purchase Program Act—Program Participant Eligibility

Contact: Caryn Long Earl (717) 772-2688

D. Bureau of Food Safety and Laboratory Services

- Summary of Enforcement Requirements for Violations of Bacterial Count, Somatic Cell Count and Antibiotic Residue Tests for Individual Milk Producer Samples
- Clarification of Enforcement Policy for a Producer Utilizing Two Bulk Milk Tanks
- Enforcement Guidance: Frozen Dessert Law—Pasteurization Requirements for Dry Frozen Yogurt Mixes that contain Allowed Live Yogurt Cultures
- Producer Record Transfer Program
- Tolerances for Egg Quality, below which a Warning Letter shall be issued to a store
- Tolerances for Egg Quality, below which Seizure of Eggs will be made at a store
- Tolerances for Egg Quality, below which Prosecution will be initiated against a store
- Tolerances for Egg Quality, below which Seizure of Eggs will be made at a plant
- Bureau, Division of Food Safety Standard Operating Procedures Manual

Contact: Sheri Morris (717) 787-4315

E. Bureau of Market Development

- Agricultural Fair Program State Premium Guideline Book
- Healthy Farms and Healthy Schools Program—Program Objectives
- PATH to Organic Program

Contact: Laura England (717) 783-8462

F. Bureau of Plant Industry

- Plant Pest Act Enforcement Action Penalty Matrix
- Fertilizer Enforcement Action Penalty Matrix
- Commercial Feed Enforcement Action Penalty Matrix
- Soil and Plant Amendment Enforcement Action Penalty Matrix

Contact: David Dressler (717) 772-5216

- Pesticide Enforcement Action Penalty Matrix

Contact: Don Gilbert (717) 772-5214

- Seed Enforcement Action Penalty Matrix

Contact: Johnny Zook (717) 787-4894

IV. OTHER**A. Bureau of Food Safety and Laboratory Services**

- Industry Responsibilities with respect to Broken Seals

Contact: Sheri Morris (717) 787-4315

B. Bureau of Plant Industry

- Pennsylvania Pesticide Hypersensitivity Registration Information

Contact: Jessica Lenker (717) 772-5217

- Manufacture and Distribution of Raw Milk or Raw Milk Products for an Agronomic Purpose other than for Human Consumption

Contact: Erin K. Bubb (717) 772-5215

**Department of
BANKING AND SECURITIES
(DOBS)**

Nonregulatory public documents of the Department of Banking and Securities are divided into three indexed categories listed below: Letters from Secretaries of Banking and Securities to Regulated Entities; Guidance Available Regarding Compliance with Depository Institution Statutes and Regulations; and, Guidance Available Regarding Compliance with Licensee Statutes and Regulations. The contact for all Department of Banking and Securities documents is the Office of Chief Counsel at (717) 787-1471.

SECRETARIES' LETTERS

The following is a historical list of letters to regulated entities from respective Secretaries of Banking and Securities providing guidance regarding compliance with statutes and regulations applicable to Pennsylvania state-chartered banking institutions, savings associations, credit unions, and nondepository institutions licensed to make mortgage and other types of loans in Pennsylvania.

2022

2/8/22 Secretary's Letter to announce the passage of HB 1588, now Act 8 of 2022 into law. Act 8 authorizes remote mortgage loan origination, in addition to other updates to the Pennsylvania Mortgage Licensing Act.

2021

10/5/21 2022 Bank Holidays

4/16/21 Deputy Secretary's Letter on 2020 Annual Audit Report for Banks, Bank & Trust, and Savings Banks.

2/1/2021 Deputy Secretary's Letter reminding firms to contact regulators with issues related to SolarWinds breach.

1/26/21 Secretary's Letter on Establishing a Self-Service Web Portal. The Department is in the process of establishing a self-service web portal to provide for a more efficient, cost-effective, and secure digital process for the professionals, institutions, and businesses regulated by the agency.

2020

09/28/20 2021 Bank Holidays

5/12/20 Secretary's Letter Regarding Assessment Impact of PPP loans. In response to the COVID-19 pandemic, the Pennsylvania Department of Banking and Securities ("Department") seeks to neutralize the financial impact on assessment of loans originated by state-chartered financial institutions pursuant to the Small Business Administration (SBA) Paycheck Protection Program ("PPP Loans").

2019

10/7/19 2020 Bank Holidays

7/29/19 Secretary's Letter on LIBOR Transition. The Department urges state-regulated banks, credit unions, and financial services companies to take action and prepare for the replacement of London Interbank Offered Rate (LIBOR).

1/10/19 Secretary's Letter on Government Shut Down. Given the reality of delayed receipt of paychecks and income by federal workers who live and work in Pennsylvania, the Department asks banks, credit unions, and financial services companies to extend their support to affected federal employees.

2018

9/19/18 2019 Bank Holidays

6/28/18 Secretary's Letter on Industrial Hemp and Banking to all Pennsylvania state-chartered, licensed and registered financial services institutions and companies to issue guidance in determining whether it is prudent for financial institutions to provide financial services to persons engaged in state and federal government-authorized industrial hemp research programs.

2/9/18 Deputy Secretary's Letter to update and clarify the acceptable means to comply with the annual audit requirements of section 1407 of the Banking Code of 1965. The annual audit requirements cover the financial records and internal controls of an institution including trust activities. This guidance rescinds and replaces any previous guidance issued by the Department.

2017

11/13/17 Secretary's Letter to all Pennsylvania state-chartered, licensed, and registered financial services institutions and companies regarding Cybersecurity. Cybersecurity continues to be a top priority of the department, as it should be for every financial services institution and business. The department continues to develop and share resources available to companies and organizations to assist them in developing strong practices to address cybersecurity threats.

10/6/17 Secretary's Letter to all persons engaged in an activity regulated or licensed by the Commonwealth of Pennsylvania Department of Banking and Securities regardless of the means of delivery of such regulated financial service regarding Fintech Licensure. The Department reiterates its long-standing position that all persons offering financial services to the consumers of the Commonwealth of Pennsylvania must comply with all legal requirements associated with the offering of those services.

9/28/17 2018 Bank Holidays

2016

12/13/16 Secretary's Letter to all licensed money transmitters regulated by the Commonwealth of Pennsylvania Department of Banking and Securities regarding on November 3, 2016, Governor Wolf signed into law Act 129 of 2016 and the provisions of the Act become effective 60 days after the November 3 enactment therefore, all licensees must be compliant with the provisions of Act 129 by the January 2, 2017 effective date.

- 10/27/16 Secretary's Letter to all Pennsylvania state-chartered, licensed, and registered financial services institutions and companies regarding the Department continuing to work collaboratively with federal regulators, other states financial regulators, and other Commonwealth agencies to address cybersecurity challenges.
- 9/23/16 2017 Bank Holidays
- 7/8/16 Acting Deputy Secretary's Letter to all licensed check cashers regarding amendments to the Check Casher Licensing Act following the passage of Senate Bill 489, signed into law on June 17, 2016, as Act 45 of 2016.
- 2015**
- 9/29/15 Secretary's Letter to all persons that are engaged in money transmission by selling services to persons including non-profits, religious organizations, charities and political campaigns ("third-party recipient") for the movement of money from a donor's bank account or credit card to a third-party recipient that this entities are in compliance with the money transmission laws of the Commonwealth.
- 9/16/15 2016 Bank Holidays
- 9/8/15 Secretary's Letter to all state-chartered, licensed, and registered financial services institutions and companies announcing the formation of a Cybersecurity Task Force, describing Commonwealth cybersecurity efforts, and encouraging the development of cybersecurity attack prevention and mitigation plans using available and recommended resources.
- 7/8/15 Deputy Secretary's Letter states that state-chartered credit unions are preapproved to include in their field of members the 12 types of associational groups enumerated in 12 CFR part 701.
- 3/20/15 Acting Secretary's Letter to all Licensees under the Debt Management Services Act regarding the Department's regulation addressing continuing education requirements.
- 2/19/15 Deputy Secretary's Letter to Chief Executive Officers of all Pennsylvania State-Chartered Banks, Bank and Trust Companies, and Savings Banks regarding the AOCI opt-out election on the institution's March 31, 2015 Call Report.
- 2014**
- 10/18/14 Acting Deputy Secretary's Letter to mortgage loan correspondents providing guidance if assignment of loans to a warehouse table funder does not occur simultaneously with funding as required by Section 6102 of the Mortgage Licensing Act, 7 Pa.C.S. § 6102
- 10/1/14 Secretary's Letter to all entities engaged in the Debt Settlement Services Business with Pennsylvania residents announces enactment of Debt Settlement Services Act
- 9/5/14 2015 Bank Holidays
- 8/22/14 Secretary's Letter to all Licensees under the Motor Vehicle Sales Finance Act informing them of the December 1, 2014, effective date of the new, consolidated Consumer Credit Code, Chapter 62 of which repeals and replaces the MVSFA.
- 7/30/14 Secretary's Letter to all Pennsylvania State-Chartered Banks, Bank and Trust Companies and Savings Banks announcing New Assessment Regulation
- 7/30/14 Secretary's Letter to all Pennsylvania State-Chartered Credit Unions announcing New Assessment Regulation
- 7/30/14 Secretary's Letter to all Pennsylvania State-Chartered Trust Companies announcing New Assessment Regulation
- 6/26/14 Secretary's Letter to all Pennsylvania State-Chartered Credit Unions announces that on June 18, 2014, Governor Corbett signed into law House Bill 2009 as Act 62 of 2014, which updates and modernizes the Credit Union Code.
- 6/25/14 Secretary's Letter to all Broker-Dealers, Investment Advisers and Registrants of Securities Subject to the Pennsylvania Securities Act of 1972 announces that on June 10, 2014, Governor Corbett signed into law Senate Bill 1045 as Act 52 of 2014, which amends the Pennsylvania Securities Act of 1972 to reflect changes necessitated by the 2012 merger of the Pennsylvania Securities Commission into the Department of Banking and developments in federal and state securities laws over the past decade.
- 1/16/14 Deputy Secretary's Letter announces that Pennsylvania one-page mortgage disclosure is no longer required to be issued by mortgage licensees.
- 1/8/14 Deputy Secretary's Letter announces changes to coverage of the Consumer Equity Protection Act as a result of changes in federal law.
- 2013**
- 9/17/13 2014 Bank Holidays
- 7/11/13 Secretary's Letter to persons engaged in the mortgage loan business in Pennsylvania or with Pennsylvania residents regarding the Governor's recent signing into law of House Bill 1124, enacted as Act 38 of 2013, which amends the Mortgage Licensing Act.
- 6/24/13 Secretary's Letter addresses repeal of the Savings Association Code of 1967 by Act 23 of 2013.
- 2/1/13 Deputy Secretary's Letter to Chief Executive Officers of all Banks, Bank and Trust Companies, Savings Banks and Savings Associations to provide guidance on the Department's position concerning the calculation of the credit exposure arising from a derivative transaction or a securities financing transaction entered into by an Institution for purpose of determining an Institution's lending limit.

2012

- 11/14/12 Secretary's Letter provides information regarding Acts 170—172 of 2012, House Bills 2368—2370, known as the "Banking Law Modernization Package".
- 9/14/12 2013 Bank Holidays
- 7/2/12 Joint Secretary's Letter with Federal Reserve Banks of Cleveland and Philadelphia announces Federal Reserve's Emergency Communications System and encourages all Pennsylvania state-chartered institutions to participate.

2011

- 12/22/11 Secretary's Letter announces new Office of Client Financial Services.
- 10/6/11 Secretary's Letter addresses final HUD SAFE Act Regulation and indicates Department will begin interpreting the Mortgage Licensing Act consistent with the HUD Final Regulation.
- 9/15/11 2012 Bank Holidays
- 9/12/11 Secretary's Letter requests all regulated entities to work constructively with local governments, individuals and businesses which are experiencing financial difficulties due to Hurricane Irene and Tropical Storm Lee.
- 7/21/11 Joint Secretary's Letter with Pennsylvania Housing Finance Agency addresses termination of the Homeowner's Emergency Mortgage Assistance Program.
- 1/27/11 Deputy Secretary's Letter addresses issues regarding and provides guidance on the Small Business Lending Fund, established by the U.S. Department of the Treasury.

2010

- 10/6/10 Deputy Secretary's Letter states that credit unions are preapproved to offer short-term, small amount loans ("STS Loans") in parity with the ability of federally chartered credit unions as authorized by the National Credit Union Administration ("NCUA") pursuant to Section 501(e)(1) and (f) of the Credit Union Code.
- 8/25/10 2011 Bank Holidays

2009

- 9/18/09 2010 Bank Holidays
- 8/05/09 The letter provides information regarding Act 31 of 2009, House Bill 1654 (P.N. 2448), which amends Pennsylvania's existing mortgage industry licensing law, 7 Pa.C.S. Chapter 61, in order to implement the federal Secure and Fair Enforcement for Mortgage Licensing Act of 2008 (the "SAFE Act"), 12 U.S.C. § 5101 et seq.
- 5/29/09 Secretary's Letter asking banking institutions to show flexibility and understanding toward state employees whose incomes may be temporarily disrupted as the result of a potential budget impasse.
- 4/24/09 Secretary's Letter to discussing the depository institutions confidentiality provisions of the Department of Banking Code related to examination reports and enforcement proceedings.

- 1/08/09 Secretary's Letter regarding debt management services and debt settlement services in Pennsylvania under the Debt Management Services Act, effective February 6, 2009.

2008

- 10/31/08 Secretary's Letter addresses questions regarding the ability of state-chartered banks, bank and trust companies and stock savings banks to participate in the United States Treasury's Capital Purchase Program in light of certain requirements contained in the Banking Code of 1965.
- 10/27/08 Secretary's Letter regarding recently announced programs by the U.S. Treasury and FDIC to enhance the strength of financial institutions, foster market liquidity and promote market stability.
- 9/09/08 2009 Bank Holidays
- 7/11/08 Secretary's Letter provides detailed explanation of three bills signed into law by Governor Edward G. Rendell on July 8, 2008: Act 56 of 2008, House Bill 2179 (P.N. 4020), the new consolidated mortgage licensing bill (the "Mortgage Act"), Act 57 of 2008, Senate Bill 483 (P.N. 2163), which amends the Loan Interest and Protection Law (the "LIPL"), and Act 58 of 2008, Senate Bill 484 (P.N. 2251), which amends the Department of Banking Code (the "DOB Code").
- 4/23/08 Secretary's Letter discusses the MOU between NY, NJ and PA Department of Banking regarding regional interstate branching.
- 2/28/08 Secretary's Letter regarding General Assembly considering legislation to create a new licensing category for individual mortgage originators in the Commonwealth.
- 2007**
- 12/10/07 Secretary's Letter asking financial institutions to work to meet the credit needs of Pennsylvania heating oil dealers during the 2007-2008 winter season.
- 12/06/07 Deputy Secretary's Letter stating that Pennsylvania state-chartered credit unions that are eligible members of Visa U.S.A. are pre-approved to receive and retain stock that will be issued by Visa Inc. as part of a corporate restructuring in parity with the ability of federally-chartered credit unions.
- 10/10/07 2008 Bank Holidays
- 9/14/07 Deputy Secretary's Letter addresses acceptable means by which the required annual audit of trust activities of trust companies, bank and trust companies, and savings banks and savings associations that exercise trust powers may be accomplished, as required by Section 1407 of the Banking Code.
- 4/13/07 Letter provides guidance on nontraditional mortgage product risks.

- 2/01/07 The Pennsylvania Department of Banking joins with the Federal Deposit Insurance Corporation in urging you to consider ways that your institution might choose to participate in the IRS' Volunteer Income Tax Assistance (VITA) program.
- 1/12/07 The Secretary's Letter announces the December 16, 2006 publication in the *Pennsylvania Bulletin* of a Statement of Policy which defines dishonest, fraudulent, illegal, unfair, unethical, negligent and incompetent conduct under Sections 313(a)(5) and (14) of the MBBCEPA.
- 1/10/07 Letter announces that Pennsylvania state banking institutions and Pennsylvania national banks are hereby permitted to observe Monday, November 12, 2007, as an optional legal holiday in recognition of Veteran's Day.
- 2006**
- 10/04/06 2007 Bank Holidays
- 6/28/06 Secretary's Memo to State-Chartered Banking and Trust Institutions, Savings Associations and Credit Unions; National Banks and Federal Thrifts regarding the Rise in Reports of Fraudulent Cashier's Checks.
http://www.banking.state.pa.us/banking/lib/banking/news_and_events/2007_bank_holidays_letter.pdf
- 6/01/06 Secretary's Memo to State-Chartered Banking and Trust Institutions, Savings Associations and Credit Unions regarding the Influenza Pandemic Preparedness.
- 2005**
- 10/14/05 2006 Bank Holiday Schedule
- 4/13/05 Secretary's Letter states that overdraft protection programs are permissible for state-chartered depository institutions and provides guidelines for such programs.
- 2004**
- 12/1/04 The Secretary's Letter request that State and National Banks, State and Federally Chartered Savings Banks and State and Federally Chartered Savings and Loan Associations consider the difficult winter period and the effect it will have on the cash flow of over 600 heating oil dealers operating in the Commonwealth.
- 9/30/04 Pennsylvania state-chartered trust companies, bank and trust companies, and savings banks and savings associations with trust powers may engage in fiduciary activities to the same extent as national banks without notice to the Department.
- 9/23/04 Secretary's Letter on behalf of Governor Edward G. Rendell, encourage leaders of financial institutions to act with reasonable forbearance toward local governments, individuals and businesses which are experiencing financial difficulties due to the recent floods.
- 8/03/04 The Secretary's Letter informs all lenders and brokers under the jurisdiction of the Department of the Department's concerns related to the use of improperly influenced appraisals. Letter also addresses "builder exception" under the Mortgage Bankers and Brokers and Consumer Equity Protection Act.
- 3/19/04 Secretary's Letter addresses terms and conditions of "selective first payment due date" options and "deferred first payment" options that may be offered to buyers as part of installment sale contracts under the MVSFA.
- 2003**
- 9/30/03 The Secretary's Letter states that overdraft protection programs permissible for state-chartered depository institutions and provides guidelines for such programs. OCC Interpretive Letter # 914
- 9/2/03 The Secretary's Letter informs all mortgage lenders and/or mortgage brokers of the restrictions regarding the use of lock-in agreements.
- 8/22/03 The Secretary's Letter reminds all motor vehicle lenders that PA law requires motor vehicle lienholders to mail or deliver the outstanding motor vehicle certificate of title to the vehicle owner immediately upon satisfaction of the respective lienholder's security interest in the vehicle.
- 8/11/03 The Secretary's Letter, informs all mortgage lenders and/or mortgage brokers of the requirement to provide the written cautionary notice disclosure to an applicant for a "covered loan" at least three business days prior to consummation of that type of mortgage loan transaction.
- 7/25/03 The Secretary's Letter discusses the terms and conditions of deferred payment programs that may be offered to buyers as part of installment sales contracts originated by licensees.
- 6/25/03 The Secretary's Letter is intended to clarify the Department's position regarding the terms and conditions of deferred payment programs that may be offered to buyers as part of installment sales contracts originated by licensees under the MVSFA.
- 6/11/03 The Secretary's Letter that requests licensees and registrants under the Check Casher Licensing Act to voluntarily adopt a policy of cashing all government-issued checks at the rate authorized for government assistance checks in Section 503(a)(1) of the Check Casher Licensing Act.
- 5/8/03 The Secretary's Letter states that the Act 207 of 2002 provides Pennsylvania state-chartered credit unions parity with federally-chartered credit unions in regard to activities, field of membership requests, and investing in credit union service organizations, subject to a notice requirement.

- 5/2/03 Secretary's Letter stating that check cashers licensed by the Department of Banking must comply with the statement of policy issued May of 1998 concerning the Check Casher Licensing Act. The statement of policy provides that check cashers should post a notice of exact fees and charges, which shall be within the maximum prescribed in the act. The notice should be in plain view and in a location readily apparent to the consumer transacting business at each check casher location.
- 5/2/03 Secretary's Letter stating that retail food stores registered with the Department of Banking must comply with the statement of policy issued May of 1998 concerning the Check Casher Licensing Act. The statement of policy provides that check cashers should post a notice of exact fees and charges, which shall be within the maximum prescribed in the act. The notice should be in plain view and in a location readily apparent to the consumer transacting business at each check casher location.
- 4/1/03 The Secretary's Letter discusses state-chartered banks engaging in payday lending activities.
- 3/26/03 The Secretary's Letter discusses the Streamlined Call Report filing requirements.
- 2002**
- 9/23/02 The Secretary's Letter discusses that the Act 55 of 2001 definition of "Covered Loan" changes effective October 1, 2002; and that "Median Family Income" statistical estimates necessary for lenders to calculate (a) repayment ability of potential obligor under Section 512(b), and (b) whether negative amortization terms may be imposed on a potential obligor under Section 511(c), are now stated in the convenient chart attached to the letter.
- 6/3/02 Secretary's Letter discusses the Pilot Program for Residential Real Estate and Small Business Loans.
- 3/15/02 Secretary's Letter announces that by virtue of publication in the March 2, 2002 *Pennsylvania Bulletin* (Vol. 32, No. 9), the Mortgage Bankers and Brokers and Consumer Equity Protection Act ("MBBCEPA") Continuing Education Regulation (the "Regulation") is now in effect for all licensees under the MBBCEPA. Therefore, all licensees must be in compliance with the requirements contained in the Regulation by June 30, 2003, in order to renew a license.
- 2001**
- 12/21/01 This letter is to set forth in writing the Pennsylvania Department of Banking (the "Department" position on issues related to the ability of a Pennsylvania state-chartered bank, bank and trust company, or savings bank ("PA Bank") under Section 322 of the Banking Code of 1965 ("Section 322"). 7 P.S. § 322.
- 10/19/01 Secretary's Letter regarding President Bush's Executive Order Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit or Support Terrorism.
- 8/17/01 Letter to announce Act 55 of 2001, the Mortgage Bankers and Brokers and Consumer Equity Protection Act. A summary of Act 55 is attached to the Secretary's Letter.
- 1/4/01 Letter announces that Pennsylvania state banking institutions and Pennsylvania national banks are hereby permitted to observe Monday, November 12, 2001, as an optional legal holiday in recognition of Veteran's Day.
- 2000**
- 11/29/00 Governor Ridge signed into law as Act 89 of 2000, the Bank Parity Bill, HB 2533 of 2000 (P.N. 4073).
- 3/30/00 Pennsylvania State-chartered banks, bank and trust companies and savings banks may establish and operate messenger service branches.
- 3/23/00 Loans to Directors and Section 1414
- 1/18/00 Department's General Position on Internet Banking
- 1999**
- 8/23/99 Holidays for 2000
- 5/26/99 Letter interprets section 1414 of the Banking Code of 1965 as permitting Pennsylvania state-chartered banks, bank and trust companies, and savings banks to charge interest on loans to their executive officers to the same extent as permitted under Federal Reserve "Regulation O."
- 5/12/99 Permissible Bank Holidays for 2000.
- 5/12/99 Letter states that state-chartered banking institutions and offices of national banks located in Pennsylvania may remain open for business on January 1, 2, and 3, 2000, in order to address customers' questions and concerns regarding Year 2000 computer transaction issues.
- 1/22/99 Record Keeping Guidelines under the Mortgage Bankers and Brokers Act.
- 1/22/99 Record Keeping Guidelines under the Consumer Discount Company Act.
- 1998**
- 1/23/98 Year 2000 readiness and credit underwriting criteria for credit unions.
- 1/15/98 Year 2000 readiness and credit underwriting criteria.
- 1997**
- 8/27/97 Holidays for 1998.
- 6/9/97 Letter addresses electronic submission of Call Reports.
- 4/24/97 Letter discusses computer problems in the year 2000.
- 1/31/97 Letter regarding federal regulatory agencies having adopted a revised Uniform Financial Institutions Rating System which has been known as CAMEL.
- 1996**
- 11/25/96 Letter discusses the adjustment to the overhead assessment methodology for non-depository trust companies that it implemented in 1994.

- 4/16/96 Letter regarding authority of Pennsylvania state-chartered banking institutions to sell annuities issued by insurance companies.
- 1/26/96 Letter regarding heavy snowfall and floods having had a profound impact upon many communities in Pennsylvania and the financial hardships imposed upon your customers by this devastation.
- 1995**
- 10/10/95 Letter to Presidents of Pennsylvania State-chartered Credit Unions forwarding Investment Powers, Standards and Accounting Guidelines for Pennsylvania state-chartered credit unions as required by Section 501(b)(7) of the Credit Union Code which was amended by House Bill 2563, effective February 12, 1995.
- 7/11/95 Letter regarding Act 39 of 1995, amends the provisions of Pennsylvania's Banking Code to authorize full interstate banking and branching under Pennsylvania law and to facilitate the operations of interstate banks in Pennsylvania.
- 3/24/95 Letter regarding the Simplification and Availability of Bank Credit Act.
- 1994**
- 11/17/94 Letter to the Presidents and Chief Compliance Officers of Pennsylvania First Mortgage Companies regarding mortgage companies disbursing loan proceeds in a form prescribed by applicable law.
- 11/8/94 Letter to all Chief Executive Officers of Banks, Bank and Trust Companies, Savings Banks regarding Assets pledged for uninsured trust deposits.
- 10/13/94 Letter to the Presidents of Pennsylvania State-Chartered Credit Unions regarding automated teller machines at locations other than credit union's principal place of business.
- 10/5/94 Letter to all Chief Executive Officers of Banks, Bank and Trust Companies, Trust Companies, Savings Banks, Savings and Loan Associations regarding role change for outside auditors.
- 8/22/94 Letter to Chief Executive Officers of Pennsylvania Banking Institutions regarding bank holidays.
- 8/9/94 Letter to the Chief Executive Officers of Pennsylvania State-Chartered Banking Institutions, Savings Associations and Entities Licensed by the Department of Banking regarding enforcing the regulations of the Department of Banking Code, which provides for assessments of penalties and interest against financial institutions for failing to pay assessment and examination fees in a timely manner.
- 3/29/94 Letter to the Chief Executive Officers of Pennsylvania State-Chartered Non-Depository Trust Companies regarding the Department revising its examination/assessment billing method for non-depository trust companies.
- 1993**
- 12/9/93 Letter to the Presidents and Chief Executive Officers of Pennsylvania State-Chartered Banking Institutions regarding a new schedule for costs associated with the examination and supervision of state-chartered banks.
- 1992**
- 9/24/92 Letter to the Presidents and Chief Executive Officers of Pennsylvania State-Chartered Banking Institutions regarding evaluating the adequacy of capital and loan loss reserves separately.
- 1991**
- 9/3/91 Letter to all Motor Vehicle Sales Finance Companies discussing the problems with late delivery of certificates of title by motor vehicle lenders upon satisfaction of the existing loan. Letter states that title must be released immediately upon satisfaction of a loan.
- 8/23/91 Letter to all CEOs of Pennsylvania Chartered Savings Associations and all Pennsylvania Department of Banking Examiners clarifying its 7/29/91 interpretation of section 510 of the Savings Association Code of 1967, 7 P.S. § 6020-70(a)(3) which states that the Department will not object to and will not cite in an examination report a savings association employer for offering and providing favorable terms and rates on loans to such association's employees.
- 7/29/91 Letter to all CEOs of Pennsylvania Chartered Savings Associations and all Pennsylvania Department of Banking Examiners interpreting section 510 of the Savings Association Code of 1967, 7 P.S. § 6020-70(a)(3).
- 5/2/91 Letter to all Pennsylvania State-Chartered Banks, Savings Associations, and Credit Unions, OCC, OTS, NCUA, FDIC, Federal Reserve Board and all State Financial Regulatory Agencies informing them that Settlers Trust Savings Bank has not been and is not currently chartered to be a Pennsylvania state-chartered or federally chartered bank, bank and trust company, savings bank, or savings association.
- 1990**
- 12/3/90 Letter to the Executive Officer of the banking institution addressed: regarding the new minimum requirements for Annual Audits performed by Certified Public Accountants.
- 7/10/90 Letter to CEOs of Pennsylvania Financial Institutions informing them of an enforcement order against Mellon Bank, N.A. by the Pennsylvania Department of Insurance—re: Collateral Protection Insurance. Letter requests a summary of any existing collateral protection insurance programs to be used by the Department to assist the Department in drafting regulations to determine reasonable fees for licensees under the MVSFA.
- 7/10/90 Letter to CEOs of all Pennsylvania financial institutions informing them of the Department's opinion on the applicability of the "Anti-takeover law," Act 36 of 1990.

- 7/10/90 Letter to CEOs of all Pennsylvania Credit Unions informing them that credit unions must take immediate action in order to retain the power to indemnify their directors and volunteer officers. Also informing them that a special meeting of the board of directors should be called immediately to discuss adoption of a bylaw opting out of new provisions of the recently enacted "Anti-takeover Law," Act 36 of 1990.
- 6/11/90 Letter to CEOs and Boards of Directors of State-Chartered Credit Unions informing them that strict compliance with section 27 of the Credit Union Act, 15 Pa.C.S.A. § 12327, is required whenever a state-chartered credit union plans to merge or consolidate with any other credit union. In the future, failure to submit a merger application to the Department prior to the consummation of a merger will be viewed as a violation of law.
- 6/6/90 Letter to CEOs of state-chartered commercial banks and state-chartered credit unions informing them of the Department's opinion on the permissibility of the Federal Home Loan Bank of Pittsburgh ("FHLB/P") offering membership to other depository institutions in PA. Specifically, the FHLB/P would like to extend offers of membership to state-chartered commercial banks and state-chartered credit unions in PA.
- 5/17/90 Letter to CEOs of all Pennsylvania banking institutions informing them that the Department has recently issued an opinion regarding the impermissible collateralization of interest rate swap agreements.
- 4/30/90 Letter to all state-chartered credit unions issuing a new fee schedule for overhead assessment.
- 3/5/90 Letter to CEOs of all federally-insured state-chartered banks and S & Ls discussing the Resolution Trust Corporation, who is soliciting potential bidders for failing S&Ls. Letter requests institutions who are considering bidding to notify this Department before the bidding process begins.
- 1/18/90 Letter discusses FIRREA and additional language added to Section 222, entitled ACTIVITIES OF SAVINGS ASSOCIATIONS, which adds a new section to the Federal Deposit Insurance Act, Section 28, which states that Disclosures by Uninsured Savings Associations which are not insured by the Corporation, shall disclose clearly and conspicuously that the savings association's deposits are not federally insured.
- 1989**
- 11/1/89 Letter to CEOs of PA Banking Institutions discusses legal holidays for 1990. The Department has been advised by the Federal Reserve Banks of Philadelphia and Cleveland that it is their intention to observe Veterans' Day on Monday, November 12. The Department exercises its authority under Section 113(b)(x) that all state-chartered institutions have the option to observe Monday, November 12, 1990, as an optional holiday.
- 9/29/89 Letter lists legal bank holidays for 1990.
- 8/11/89 Letter to PA savings associations which are insured by the PSAIC regarding Financial Institutions Reform, Recovery and Enforcement Act and Section 222, entitled "Activities of Savings Associations" which requires certain disclosures be made by non-federally insured savings associations.
- 4/13/89 Letter discusses House Bill 979, Act 173 of 1988 which makes several significant changes in the Banking Code of 1965, including provisions which provide real estate investment and development authority to commercial savings banks; permit commercial and mortgage-backed securities powers; and, permit commercial and savings banks to make investments not presently permitted under statute in amounts up to 3% of assets with no more than 1% in any one investment.
- 1988**
- 11/3/88 Letter regarding survey of institutions offering low-cost checking and savings accounts.
- 11/2/88 Letter announces survey to be conducted by the Department regarding low-cost deposit accounts availability at banks and savings and loan associations.
- 10/17/88 Letter lists legal bank holidays for 1989.
- 9/30/88 Letter mailed to state-chartered banking institutions asking for a Report of Condition and Report of Income as of the close of business 9/30/88.
- 7/15/88 Letter to lenders asking them to act with forbearance toward farmers who may have been experiencing financial difficulties due to poor weather conditions.
- 6/30/88 Letter announces increase in assessments.
- 6/27/88 Letter to CEOs of bank and trust companies discusses the review of assessment fees for trust companies and trust departments. Letter asks institutions to complete a Report of Trust Assets.
- 6/3/88 Letter announces legislative amendments to sections 112, 166 & 117 of the Banking Code of 1965.
- 5/31/88 Letter to realtors discusses Senate Bill 7 of 1988, the Mortgage Bankers and Brokers Act.
- 4/6/88 Letter discusses the liquidation of TMIC Insurance Company and the need for some financial institutions to obtain alternate coverage.
- 1987**
- 12/11/87 Letter to bank and savings and loan association CEOs—re: provisions of the Uniform Commercial Code regarding full-day hours during the holidays.
- 11/4/87 Letter lists fixed and optional bank holidays for 1988.
- 8/28/87 Letter permits closing of institutions for Constitution Day celebration in Philadelphia, September 17, 1987.
- 6/24/87 Letter discusses requirements under Section 403 of the Banking Code of 1965 relating to report of condition & report of income.

- 3/23/87 Letter addressed to CEOs of all PA state-chartered banking institutions discusses Sections 1407(a) and 1407(c) of the Banking Code of 1965, which revises the minimum requirements for Directors' audits performed by CPAs.
- 2/5/87 Letter discusses permissibility of purchase or establishment of discount brokerage office subsidiaries under sections 311(b), 502(d) and 203(d) of the Banking Code of 1965.
- 1/16/87 Letter discusses Senate Bill 1389, Act No. 205 of 1986, amending various provisions of the Banking Code of 1965 (P.L. 847 No. 346) particularly § 1610 relating to fair pricing provisions.
- 1/6/87 Letter discusses permissibility of investment on mutual funds under the provision of the Banking Code of 1965, 7 P.S. § 307.
- 1986**
- 11/6/86 Letter contains a list of fixed and optional bank holidays for 1987.
- 9/30/86 Letter requests Report of Condition and Income as of September 30, 1986.
- 8/21/86 Letter discusses ownership of stock by state chartered institutions of out-of-state bank holding companies and 7 P.S. §§ 116, 311.
- 6/26/86 Letter requests Report of Condition and Income as of the close of business June 30, 1986.
- 3/17/86 Letter announces CSBS Computer Audit & Control Conference for bankers.
- 1985**
- 12/20/85 Letter requests report of condition and income for 4th Quarter of 1985.
- 12/16/85 Letter announces Martin Luther King, Jr.'s Birthday as a fixed holiday.
- 11/4/85 Letter lists all fixed and optional bank holidays for 1986.
- 9/25/85 Letter requests report of condition and income as of the close of business—9/30/85.
- 6/14/85 Letter announces upcoming examination of all corporations licensed under Pennsylvania's Secondary Mortgage Loan Act.
- 5/31/85 Letter discusses brokered loan fraud.
- 5/16/85 Letter announces "Day with the Secretary" program.
- 4/29/85 Letter discusses requirements for directors' audits pursuant to 7 P.S. § 1407(a) and the relevant regulations.
- 4/2/85 Letter announces CSBS Computer Audit & Control Conference for bankers.
- 1/30/85 Letter announces substantive amendments to 7 P.S. § 408, House Bill No. 2453, Act No. 1984-217.
- 1984**
- 12/20/84 Letter announces staff changes in the banking bureau of the Department.
- 12/12/84 Letter discusses requirement of § 1407 of the Banking Code of 1965 regarding audit requirements.
- 11/28/84 Letter discusses increasing fees and charges for traditional financial services.
- 10/19/84 Letter announces banking legal holidays for 1985.
- 10/9/84 Letter discusses Section 105(B.1) of the Banking Code of 1965, establishment of additional offices in Pennsylvania by foreign banking organizations.
- 7/26/84 Letter discusses Senate Bill 1304, Act No. 128 of 1984, Senate Bill 1305, Act No. 129 of 1984 and amendments to § 302, § 303, § 401 of the Banking Code of 1965.
- 7/26/84 Letter discusses Senate Bill No. 1304, Act No. 128 of 1984 which amended sections 203, 306, 308, 310, 311, 404, 405, 505, 805, 908, 1415, 1609, 1910, 2002 of the Banking Code of 1965.
- 7/26/84 Letter discusses Senate Bill No. 1080, Act No. 125 of 1984 which amended sections 311, 404, 514, 610, 802, 1217, 1405, 1609, 1801 and 1809 of the Banking Code of 1965.
- 7/13/84 Letter discusses amendment to Section 1910(d) of the Banking Code of 1965, which requires directors and officers to have an audit performed of the books and affairs of the institution at least once per year.
- 6/18/84 Letter announces Department's revisions to branch application forms.
- 6/14/84 Letter discusses Banking Code of 1965, § 307—Investment Securities (other than stock) and OCC revising its interpretation of ruling 7.1100, redefining capital and surplus for the purposes of investment limitations.
- 3/5/84 Letter is a reminder of importance of making and maintaining arrangements to backup data processing equipment and provide for reconstruction of records.
- 2/23/84 Letter discusses Section 319 of the Banking Code of 1965 and variable rate consumer installment loans.
- 2/17/84 Letter discusses the technological revolution which is affecting the banking industry. The letter also announces a presentation of CSBS Computer Audit and Control Conference for Bankers to be held in Philadelphia, PA on April 23—26, 1984.
- 1/24/84 Letter discusses Section 307 of the Banking Code of 1965 and investments in shares of money market mutual funds.
- 1983**
- 12/5/83 Letter discusses annual audits of one-bank holding companies and multi-bank holding companies in compliance with Sections 1407 of the Banking Code of 1965.
- 12/1/83 Letter discusses impact of deregulation on industry.
- 10/13/83 Letter announces deletion of Section 14.1 and 14.2 from Title 10 of the Pa. Code.
- 10/7/83 Letter announces 1984 legal bank holidays.
- 4/14/83 Letter discusses Garn-St. Germain Depository Act of 1982 and preemption of state law re: alternative mortgage loans and override of 7 P.S. § 505.

- 4/12/83 Letter regarding electronic automation.
- 4/8/83 Letter regarding the Garn-St. Germain Depository Institutions Act of 1982 overrides state law to the extent that it permits adjustable-rate mortgages to be made or purchased by state-chartered banks, bank and trust companies, trust companies, and private banks.
- 2/28/83 Letter discusses annual audits requirement contained in Section 17.1(a), Title 10 of the *Pennsylvania Code*.
- 2/15/83 Letter discusses mortgage loans requiring special consideration such as those affected by temporary unemployment of borrower.
- 2/2/83 Letter discusses Garn-St. Germain Depository Institution Act of 1982 overriding substantially equal payments requirements of Section 310 of the Banking Code of 1965.
- 1/24/83 Letter discusses exercising of compassion and forbearance in dealing with unemployed customers.
- 1/17/83 Letter discusses recent amendments to Chapter 7 of the Banking Code of 1965, as amended.
- 1/3/83 Letter concerns substantial increase in the number of institutions advertising repurchase agreements.
- 1982**
- 12/8/82 Letter discusses examination of PA Bank Holding Companies by Department.
- 11/1/82 Letter lists legal bank holidays for 1983.
- 7/30/82 Letter addressed to thrift CEOs and discusses asset restatement accounting.
- 7/2/82 Letter to MVSFA licensees discusses Act No. 160 of 1982 and maximum permissible finance charges.
- 6/4/82 Letter discusses House Bill No. 1739, Act No. 79 of 1982, which amended sections 202, 308, 311, 319, 320, 407, 504, 506, 610, 702, 703, 1414, 2004 and 1609 of the Banking Code of 1965.
- 6/4/82 Letter discusses House Bill No. 1889, Act No. 44 of 1982, which amended sections 113, 114, 115, 903, 904 and 905 of the Banking Code of 1965.
- 4/5/82 Letter announces change of policy from capital-to-deposit ratio as a measurement of capital adequacy to capital-to-assets ratio.
- 4/2/82 Letter discusses the technological revolution which is affecting the banking industry. The letter also announces a presentation of CSBS Bank Executives EDP/EFT Conference to be held in Philadelphia, April 27-28, 1982.
- 3/26/82 Letter discusses the technological revolution which is affecting the banking industry. The letter also announces a presentation of CSBS Bank Executives EDP/EFT Conference to be held in Philadelphia, April 27-28, 1982.
- 1981**
- 11/20/81 Letter lists legal bank holidays for 1982.
- 10/13/81 Letter discusses sections 702(c) and 610(c) of the Banking Code of 1965, as amended.
- 10/9/81 Letter announces CSBS Computer Audit and Control Conference for Bankers.
- 1/21/81 Notice of authorization to close banks in Philadelphia for official celebrations.
- 1980**
- 11/7/80 Letter lists legal bank holidays for 1981.
- 10/28/80 Letter discusses proposed amendments to Department regulations pertaining to Legal Reserve Funds, 10 Pa. Code, Chapter 11.
- 7/7/80 Letter announces "Day with the Secretary" program.
- 6/17/80 Letter discusses Chapter 7 and Section 103 of the Banking Code of 1965, as amended, and Section 202 of the Banking Code of 1933, as amended, legal reserves of PA nonmember banks.
- 6/10/80 Letter discusses Section 318 of the Banking Code of 1965 and permissible interest computations.
- 5/29/80 Letter discusses Act No. 51 of 1980, amending various provisions of the Banking Code of 1965 (P.L. 847, No. 346).
- 3/13/80 Letter discusses proposed legislation requiring mandatory reserves to be maintained at the Federal Reserve.
- 2/14/80 Letter discusses Act No. 286 of 1980 and new requirements for CPAs.
- 2/4/80 Letter discusses conversions of PA National Banks to State Charters.
- 1/2/80 Letter discusses federal law preemption of first lien residential mortgage rate portion of Pennsylvania usury law.
- 1979**
- 11/29/79 Letter discusses whether a bank or a bank and trust company may charge the Federal Reserve discount rate plus 1% on a residential mortgage loan.
- 11/16/79 Letter discusses legal bank holidays.
- 11/1/79 Letter discusses attempts to curb inflation and to maintain stability and balance in Pennsylvania.
- 10/26/79 Letter regarding a Conference on technological revolution involving electronics.
- 10/9/79 Letter discusses Outstanding Mortgage Loans
- 10/8/79 Letter discusses Outstanding Mortgage Loans
- 10/3/79 Letter discusses to what extent PA banks may invest in mortgage-backed pass-through certificates sold by banks through an underwriting syndicate.
- 7/26/79 Letter discusses Outstanding Mortgage Loans.
- 1975**
- 3/7/75 Letter discusses instructions for filing documents with the Corporation Bureau of the Department of State.
- 1966**
- 3-14-66 Letter discusses Saturday Banking Hours.

POLICY STATEMENTS

**10 Pa. Code Chapter 47—Loan Modifications—Statement of Policy*

**10 Pa. Code Chapter 49—Reverse Mortgage Loans—Statement of Policy*

**10 Pa. Code §§ 13.61—13.68—Exception to Definition of “Branch”*

**10 Pa. Code § 41.3a—Calculation of Consumer Discount Company Act default charges—Statement of Policy*

10 Pa. Code § 7.9—Disclosure Requirements—Statement of Policy

**10 Pa. Code Chapter 81—Check Cashers—Statement of Policy*

**10 Pa. Code § 13.51—Simplification and Availability of Bank Credit—Statement of Policy*

**10 Pa. Code Chapter 48—Mortgage Loan Business Practices—Statement of Policy*

INDEX OF GUIDANCE AVAILABLE REGARDING COMPLIANCE WITH DEPOSITORY INSTITUTION STATUTES AND REGULATIONS

The following is a list of applications and instructions to assist depository institutions in complying with various provisions of the statutes and regulations respectively applicable to Pennsylvania state-chartered banking institutions, thrift institutions, and credit unions.

**Branch Applications:*

DeNovo Branch—Bank, Credit Union, Non-Depository Trust Company

Purchase of Assets/Assumption of Liabilities—Bank

Branch Relocation—Bank

Branch Discontinuance—Bank

Foreign Bank Office

**Conversions*

National Bank to State Bank

Savings Association to Savings Bank

Mutual Savings Bank to Stock Savings Bank

Mutual Savings Association to Stock Savings Association

Federal Credit Union to State Credit Union

**Mergers*

Banks

Savings Associations

Credit Unions

**Charters*

Bank

Interim Bank

Credit Union

Non-Depository Trust Company

**Dissolutions*

Bank

**Intrastate Acquisitions*

Bank Holding Company

Thrift Holding Company

**Interstate Acquisitions*

Thrift Holding Company

**Other*

Change In Bank Control—Individuals

Mutual Holding Company Reorganizations

Trust Department—Bank

Bank Subsidiary and Parity Notice

INDEX OF GUIDANCE AVAILABLE REGARDING COMPLIANCE WITH LICENSING STATUTES AND REGULATIONS

Instructions for license applications and Guidelines for compliance are available regarding each of the following

statutes and, to the extent that regulations have been promulgated, their respective underlying regulations:

- Consumer Discount Company Act,
- Debt Management Services Act,
- Debt Settlement Services Act,
- Money Transmitter Act,
- Consumer Credit Code,
- Pawnbrokers License Act,
- Check Cashers Licensing Act,
- Credit Services Act, and
- Mortgage Licensing Act

In addition to the above indices, the Department of Banking and Securities maintains interpretive letters addressing the applicability of statutes and regulations administered by the Department of Banking and Securities to specific fact patterns. The Department may provide a summary of the Department’s position on a particular issue or a redacted interpretive letter when appropriate in response to particular questions previously addressed by the Department, in order to assist the public and members of the lending industry in complying with laws administered by the Department. The Department of Banking and Securities will continue to issue interpretive letters on a case by case basis when appropriate regarding new issues raised by persons requesting such interpretive information.

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Bank

**Intrastate Acquisitions*

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**INDEX OF GUIDANCE AVAILABLE REGARDING
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**Department of
 COMMUNITY & ECONOMIC DEVELOPMENT
 (DCED)**

I. POLICY STATEMENTS

A. Center for Business Financing Loans

- Pennsylvania Industrial Development Authority
 Jared Lucas (717-783-5046)

B. Center for Private Financing

- Volume Cap Allocation
 Gail Boppe (717-783-1109)

II. GUIDANCE MANUALS

A. Center for Community and Housing Development

- CDBG Program Administration Manual July 2020
- CDBG-Disaster Recovery (buyouts/acquisition/infrastructure)
- CDBG-Disaster Recovery Monitoring Plan
- CDBG Monitoring Plan
- Citizen Participation Plan for Consolidated Plan, Action Plans, and CAPER, May 2022
- Economic Development Guide (Slated for Update to Respond to CDBG-CV Funding)
- Environmental Review Manual (2019)
- ESG Monitoring Plan
- ESG Policies and Procedures Manual (2021)
- Fair Housing and Equal Opportunity Manual (2017)
- Grantee Citizen Participation Guidelines and Plan Manual, April 2020

- HOME Monitoring Plan
- 2022 Housing Rehabilitation Guidebook
- Integrated Disbursement and Information System (IDIS)/Grant Based Accounting Manual
- Labor Standards Manual (2018)
- Modular Housing Standards Guide
- Neighborhood Stabilization Program Monitoring Plan
- Procedures for Closeout of Contracts
- Recovery Housing Program (RHP)
- Sample Construction Contract Documents
- Section 108 Loan Program Guidelines
- Section 108 Loan Program Standards for Financial Underwriting
- Section 3 Plan and Program Guide
- Special Assessments Guide
 Angela Susten (717-720-1435)

B. Center for Community Services

- PA Weatherization Assistance Program Standard Work Specifications (SWS) Field Manual (2016)
 Kathy Rulli (717-214-5494)

C. Governor's Center for Local Government Services

- Act 172-2016 Volunteer Firefighter Tax Credit Guide
 - Administering Police Services in Small Communities
 - Auditor's Guide
 - Borough Council Handbook
 - Borough Mayor's Manual
 - Boundary Change Procedures
 - Chart of Accounts
 - Citizen's Guide to Local Government
 - City Government in PA Handbook
 - Councils of Governments Directory
 - COG Director's Handbook
 - Debt Management Handbook
 - Elective Office in Local Government
 - Financial Monitoring Workbook
 - Fiscal Management Handbook
 - Flood Plain Management Publications
 - Home Rule in Pennsylvania
 - Insurance Primer for Municipal Officials
 - Intergovernmental Cooperation Handbook
 - Local Government Regulation of Wireless Telecommunications Facilities
 - Local Taxpayers Bill of Rights & Real Property Tax Payer Programs under Act 50 of 1998
 - Manual for County Chief Clerk's/Administrator
 - Manual for County Commissioners
 - Manual for Municipal Secretaries
 - Model Hiring Manual for Pennsylvania Municipalities
 - Municipal Authorities in Pennsylvania
 - Municipal Pension Handbook
 - Municipalities Financial Recovery Act
 - Open Meetings/Open Records
 - Public Works Manual
 - Purchasing Handbook
 - Records Management—Retention Schedules
 - Referendum Handbook
 - Regional Fire Flyer
 - Regional Police Services in Pennsylvania
 - Risk Manager's Insurance Guide
 - Solicitor's Handbook
 - Tax Collector's Manual
 - Taxation Manual
 - Township Commissioner's Handbook
 - Township Supervisor's Manual
- 1. Planning Series**
- Municipalities Planning Code
 - No. 1—Local Land Use Controls in Pennsylvania

- No. 2—The Planning Commission
 - No. 3—The Comprehensive Plan
 - No. 4—Zoning
 - No. 5—Technical Information on Floodplain Management
 - No. 6—The Zoning Hearing Board
 - No. 7—Special Exceptions, Conditional Uses and Variances
 - No. 8—Subdivision and Land Development
 - No. 9—The Zoning Officer
 - No. 10—Reducing Land Use Barriers to Affordable Housing
 - Planning for Agriculture
- Denny Puko (1-888-223-6837)

2. Act 32 Related Publications and Forms

- Act 32 Procedure Manual
- Employer Registration for Local Earned Income Tax Withholding
- Employer's Quarterly Earned Income Tax Return
- Residency Certification Form
- Taxpayer's Annual Local Earned Income Tax Return
- Taxpayer's Quarterly Estimated Earned Income Tax
- W2-R Annual Reconciliation of Earned Income Tax Withheld from Wages

3. Tax Collector Training Guidelines

- Act 48-2015 Qualified Tax Collector Training Program
 - Act 48-2015 Appointment of a Deputy Tax Collector Form
 - Act 48-2015 Tax Collector Registration and Continuing Education Credit Request
 - Executive Summary of Act 48-2015
 - Local Property Tax Collector Monthly Reporting Form and Instructions
- Sean Sanderson (1-888-223-6837)

4. Municipal Code Fiscal Related Publications

- Annual Audit and Financial Report
- County Annual Financial Report

D. Office of Business Financing

- Business Financing Programs
- Customer Service: 1-800-379-7448 or 717-787-3405

E. Technology & Entrepreneurship Office

- PA Business One-Stop Shop
- Entrepreneur's Guide: Starting and Growing a Business in Pennsylvania
- 1-833-722-6778

III. DECISIONS

NONE.

IV. INTERNAL GUIDELINES

A. Community Affairs and Development

1. Center for Community and Housing Development

- Community Development Block Grant Program Guidelines and Application Kit
 - Community Development Block Grant—Disaster Recovery Program
 - Community Development Block Grant—CARES Act (CDBG-CV) Program Guidelines and Addenda May 2020, June 2022
- Donna Enrico (717-720-7343)
- Emergency Solutions Grant Program—Guidelines and Application Kit

- Emergency Solutions Grant—CARES Act (ESG-CV) Program—Guidelines and Application Kit January 2021 May 2020
- Angela Susten (717-720-1435)

- HOME Investment Partnerships Program—Guidelines and Application Kit
- Kimberly Polm (717-214-5310)

- Neighborhood Stabilization Program
 - Registered State Basic Agency (RSBA) ARC
- Sarah Gulick (717-720-1302)

- Section 108 (of the Housing & Community Development Act) Loan Guarantee Program
- Kristina Powell (717-720-7349)

2. Center for Community Services

- Community Services Block Grant Guidelines
 - Community Services Block Grant Program Directives
- Melissa Tabb (717-425-7598)

- Neighborhood Assistance Program Enterprise Zone Tax Credit Program—Guidelines
 - Neighborhood Assistance Tax Credit Program Guidelines
- John Winters (717-720-1471)

- Weatherization Assistance Program Directives
 - Weatherization Assistance Program Guidelines
- Ashley Seburn (717-720-7456)

3. Local Government Services Center

- Fire Assistance Program
- Local Government Capital Project Loan Program
- Municipal Assistance Program
- Municipalities Financial Recovery Act Program
- Police Assistance Program
- Strategic Management Planning Program
- Tax Collector Training, Examination, Qualification & Continuing Education Program Act 48-2015
- Transit Revitalization Investment District Fund Grant (1-888-223-6837)

4. State Tax Equalization Board

- STEB Policy and Procedure Manual for Common Level Ratio
- STEB Policy and Procedure Manual for Market Value
- STEB Sales Validation and Submission Operations Manual

Renee Reynolds (717-720-1468)

B. Business Finance and Workforce Development

1. Center for Community Enhancement

- Commonwealth Financing Authority—Gaming Economic Development and Tourism Fund (GEDTF) Allegheny County
- Commonwealth Financing Authority—Local Share Account Fund (Gaming Funds) Luzerne County
- Commonwealth Financing Authority—Local Share Account Fund (Gaming Funds) Monroe County
- Commonwealth Financing Authority—Local Share Account Fund (Gaming Funds) Northampton and Lehigh Counties
- Commonwealth Financing Authority—Blight Remediation Program
- Commonwealth Financing Authority—Local Share Account Statewide
- Commonwealth Financing Authority—Local Share Account Category 4 Facilities Program—Berks, Westmoreland, and York Counties

- Local Share Account Fund (Gaming Funds) Washington County
- Local Share Account Fund (Gaming Funds) Fayette County
- Local Share Account Fund (Gaming Funds) Philadelphia

Jonathan Brett (717-720-7420)

- Keystone Communities Program
- Christie Yerger (717-720-7409)

2. Center for Private Financing

- Commonwealth Financing Authority Tax Increment Financing Guarantee Program
- Brian Deamer (717-783-1109)

- Commonwealth Financing Authority—First Industries Tourism Loan Guarantee Program
- Commonwealth Financing Authority—First Industries Agriculture Loan Guarantee Program
- Commonwealth Financing Authority—Second Stage Loan Program

Craig Petrasic (717-783-1109)

- Pennsylvania Community Development Bank:

- Business Plan
- Accreditation Standards
- Capacity Building Grants
- State Accreditation Guidelines and Application
- Underwriting

- Business Opportunity Fund
- Pennsylvania Capital Access Program
- Pennsylvania Economic Development Financing Authority:

- Exempt Facility & Small Issue Bonds
- Taxable and Tax-Exempt Bond Financing

Steve Drizos, Craig Petrasic, Brian Deamer (717-783-1109)

- Next Generation Farmer Loan Program
- Revenue Bond & Mortgage Program

Gail Boppe (717-783-1109)

3. Grants Office

- Commonwealth Financing Authority—Multimodal Transportation Fund (MTF)
- Commonwealth Financing Authority—Pennsylvania Dairy Investment Program (PDIP)
- Commonwealth Financing Authority—COVID-19 Cultural and Museum Preservation Grant Program
- COVID-19 PA Hazard Pay Grant
- Guaranteed Free Training Program (WEDnet)
- Hospital Emergency Loan Program (A component of Pennsylvania First Program)
- Pennsylvania First Program

Ryan Emerson (717-787-6245)

4. PIDA Office

- Commonwealth Financing Authority—First Industries/Agriculture/SBF
- Commonwealth Financing Authority—First Industries/Tourism/SBF
- Commonwealth Financing Authority—First Industries/Agriculture/MELF
- Commonwealth Financing Authority—First Industries/Tourism/MELF
- Pennsylvania Industrial Development Authority
- Small Diverse Business Capital Access Program

Jared Lucas (717-783-5046)

5. Pennsylvania Minority Business Development Authority

- Pennsylvania Minority Business Development Authority Guidelines

- Pennsylvania Minority Business Development Authority Revolving Loan Fund Capitalization Program Guidelines

Cathy Onyeaka (717-214-5321)

6. Site Development Division

- Commonwealth Financing Authority—Business in Our Sites (BOS)
 - Commonwealth Financing Authority—Building PA
 - Commonwealth Financing Authority—Abandoned Mine Drainage Abatement & Treatment (AMDAT)
 - Commonwealth Financing Authority—Flood Mitigation
 - Commonwealth Financing Authority—Orphan or Abandoned Well Plugging
 - Commonwealth Financing Authority—Watershed Restoration and Protection (WRPP)
 - Commonwealth Financing Authority—Pipeline Investment Program
 - Infrastructure and Facilities Improvement Program (IFIP)
 - Industrial Sites Reuse Program (ISR)
 - Private Dam Financial Assurance Program (PDFAP)
- Brian Eckert (717-787-6245)

- Commonwealth Financing Authority—Alternative & Clean Energy (ACE)
 - Commonwealth Financing Authority—Penn Works
 - Commonwealth Financing Authority—Pennsylvania Small Water and Sewer Program
 - Commonwealth Financing Authority—H2O PA
 - Commonwealth Financing Authority—Renewable Energy (REP)
 - Commonwealth Financing Authority—High Performance Building (HPB)
 - Commonwealth Financing Authority—Baseline Water Quality Data (BWQD)
 - Commonwealth Financing Authority—Greenways, Trails & Recreation (GTR)
 - Commonwealth Financing Authority—Sewage Facilities
 - Commonwealth Financing Authority—Solar Energy
 - Commonwealth Financing Authority—Unserved High-Speed Broadband Funding
- Greg Welker (717-720-1321)

- Keystone Opportunity Zone (KOZ)
 - Keystone Special Development Zone (KSDZ)
- Tara Santore (717-346-0327)

7. Workforce Development Initiatives

- PA Manufacturing Training-to-Career Grant Program
- Gwen Ross (717-720-7386)

C. International Business Development

- Regional Export Network Grant (formerly known as the Export 2000 Block Grant)
- Katherine Skopp (717-720-7361)

D. Pennsylvania Military Community Enhancement Commission

- Local Defense Group Grant—Program Guidelines
- Peter Witmer (717-720-1323)

E. Financial Management Center

1. Quality Assurance

- Financial Management Center Contracting and Invoicing Directives
- Nadine Ibberson (717-346-7743)

2. Tax Credit Office

- Beginning Farmer Tax Credit Program
- Coal Refuse Energy and Reclamation Tax Credit
- Educational Improvement Tax Credits (EITC)

- Entertainment Economic Enhancement Program
 - Film Production Tax Credit
 - Historic Preservation Tax Credit (HPTC)
 - Job Creation Tax Credit Program (JCTC)
 - Manufacturing Tax Credit Program (MTC)
 - Opportunity Scholarship Tax Credit (OSTC)
 - Pre-Kindergarten Tax Credit Business Guidelines
 - Video Game Production Tax Credit
- Jim O'Donnell (717-787-7120)

- Keystone Innovation Zone Tax Credit (KIZ)
 - Research and Development Tax Credit
 - Research and Development Tax Credit Sales & Assignment (R&D)
 - Waterfront Development Tax Credit Program (WDTTC)
- Sarah Spishock (717 787-7120)

F. Technology & Entrepreneurship Office

1. Center for Strategic Partnerships

- Appalachian Regional Commission (ARC)
 - PA Manufacturing—Industrial Resource Centers
 - Partnerships for Regional Economic Performance (PREP)
 - Public Television Technology (PTT)
- Neil Fowler (717-214-5395)

• Engage!
Jennifer Lench (717-720-7345)

2. Technology Investment

- Ben Franklin Technology Partners (BFTP)
 - Ben Franklin Technology Development Authority Technology Development
 - Pittsburgh SuperComputing Center
 - Powdered Metals Initiative
 - Life Sciences Greenhouse Program
 - Pennsylvania Infrastructure Technology Alliance (PITA)
 - PA Manufacturing Innovation Program
- Jennifer Leinbach (717-720-7388)

- BFTDA Venture Investment Program
 - BFTDA COVID-19 Venture Investment Program
- Diane Sterthous (717-720-1303)

• New PA Venture Investment Program
Diane Sterthous (717-720-1303)

3. Department of Defense Grants

- Pennsylvania Defense Industry Assistance Partnership (PDIA)
- Sue Suleski (717-214-5329)

G. Marketing, Tourism and Film Offices

- Marketing to Attract Business
 - Marketing to Attract Tourism
 - Tourism Accredited Zoos
- Sarah DeSantis (717-425-5599)

V. OTHER

A. Center for Community and Housing Development

- 2019—2023 Consolidated Plan and 2019 Annual Action Plan w/ Amendments (available in Spanish)
- 2021 Annual Action Plan—(available in Spanish)
- 2019, 2020 and 2022 Consolidated Annual Performance and Evaluation Report (CAPER) including the Performance Evaluation Report (PER)—(available in Spanish)

- 2019—2023 Consolidated Plan and Annual Action Plans w/ amendments—(available in Spanish)
- Angela Susten (717-720-1435)

B. Center for Community Services

- Community Services Block Grant State Plan
 - DCED Weatherization Portion of PA LIHEAP Plan (Appendix C)
 - Weatherization Assistance Program State Plan
 - Neighborhood Assistance Tax Credit Program
 - Neighborhood Assistance Enterprise Zone Tax Credit Program
- Denise Remillard (717-720-1370)

Department of CONSERVATION AND NATURAL RESOURCES (DCNR)

I. POLICY STATEMENTS:

A. Bureau of Forestry

- State Forest Natural Areas
 - Acquisition Transfer or Exchange of State Forest Land Acquisition
- Contact: Seth Cassell (717-783-0389)

B. Bureau of State Parks

- State Park User Fees
 - Transfer or Exchange of State Park Land
 - State Park Natural Areas
- Contact: David Sariano (717-787-6640)
- Contact: Rachel Reese (717-787-6674)

C. Bureau of Recreation and Conservation

- Recreation and Conservation Grants
- Contact: Cindy Dunlap (717-783-0988)

D. Secretary's Office—Office of Policy and Planning

- E-bike Policy
- Contact: Nicole Faraguna (717-303-6977)

II. GUIDANCE MANUALS:

A. Bureau of Facility Design and Construction

- Application for Vacant and Unimproved Public Lands
- Contact: John Timbrell (717-772-8393)

B. Bureau of Forestry

- Cooperative Forest Insect Pests Suppression Program—Procedure for Cooperator Participation Manual—County/Municipal Cooperator
 - Cooperative Forest Insect Pests Suppression Program—Procedure for Cooperator Participation Manual—Other Agency Cooperator
 - Cooperative Forest Insect Pests Suppression Program—Procedure for Cooperator Participation Manual—Forest Stewardship Cooperator
 - Cooperative Gypsy Moth Suppression Program Operating Procedure and Deadlines Manual
 - Pennsylvania DCNR Bureau of Forestry Standards for Using the Insecticide Tebufenozide (MIMIC 2LV) on State Forest Lands for Control of Gypsy Moth in 2018 to 2021
 - NPDES Permit No. PA0270776 for the Gypsy Moth Suppression Program—Authorization to Discharge Under the National Pollutant Discharge Elimination System, Discharge Requirements for the Application of Pesticides
 - Ash Management in State Forest Lands Under Pressure from the Emerald Ash Borer
 - Eastern Hemlock Conservation Plan
 - 2019 DCNR Invasive Species Management Plan
- Contact: Donald Eggen (717-787-2336)

- Wild Plant Collection Permit
Contact: Deb Fisler (717-783-3444)
- Ginseng Buyer/Seller License
Contact: Deb Fisler (717-783-3444)
- Wild Resource Conservation Fund
Contact: Rebecca Bowen (717-772-0258)
- Public and Private Wild Plant Sanctuaries
Contact: Rebecca Bowen (717-772-0258)
- PA Conservation Explorer (PNDI)
Contact: Greg Podniesinski (717-214-7513)
- Forest Fire Warden Manual
Contact: Michael Kern (717-787-2925)
- Pennsylvania Prescribed Fire Standards
Contact: Todd Breininger (717-773-8011)
- Forest Camp Lease Guidelines
- Water Use Agreement
Contact: Brad Wendt (717-783-4481)
- Snowmobile Youth Safety Instructor's Manual
- ATV Youth Safety Instructor's Manual
Contact: Todd Miller (717-783-7941)
- Forest Products Permit
- Silviculture Manual
- District Forester Permit
Contact: Bob Beleski (717-783-7932)
- Camping Permit
- Search and Rescue
- Special & Commercial Activities Agreement
- Conservation Volunteer Program
Contact: Nathan Fite (717-783-7941)
- Road Use Agreement
Contact: William Cook (717-346-9797)
- Right-of-Way Administration Manual
- License for Right of Way
Contact: David Mong (717-783-7947)
- Prospecting Permit Coal & Water
- Seismic Survey Agreement
- Non-Surface Disturbance Oil and Gas Leases
- Surface Use Agreements
- Gas Storage Leases
- Agreements of Consent to Assignments
- Coal Agreements
- Hard Mineral Agreement
- Unitization Agreements
- River Lands Gas Leases
- Guidelines for Administering Oil and Gas Activity on State Forest Lands
Contact: Arianne Proctor (717-787-4835)
- Pennsylvania State Forest Resource Management Plan
Contact: Ryan Szuch (717-787-2980)

C. Bureau of Recreation and Conservation

- Community Conservation Partnerships Program Grants—Manual and Process
Contact: Mark Hansford (717-783-2662)
- Small Communities Program
Contact: Beth Helterbran (717-783-8526)
- Pennsylvania Scenic Rivers Program Guidelines
- Pennsylvania Scenic Rivers Program Management Guidelines
- Pennsylvania Scenic Rivers Program Eligibility Process and Criteria
- Riparian Forested Buffer Grant Program
Contact: Kelly Rossiter (717-772-3319)

- All-Terrain Vehicle and Snowmobile Grant Program
- Pennsylvania Recreational Trails Program
- Pennsylvania Trails Advisory Committee
Contact: Leslie Sarvis (717-772-3321)

- Land and Water Conservation Fund (LWCF)
- Outdoor Recreation Legacy Program (ORLP)
Contact: Alex Tatanish (717-783-4735)

- Pennsylvania Heritage Area Program
Contact: Mark Palerino (717-772-9175)

D. Bureau of State Parks

- Antenna Sites
Contact: Heather Bollinger (717-783-3303)

- Boating/Boat Docks
- Geocaching
- Marina Manuals
- Search and Rescue
- Swimming/Lifeguard Manuals
- Rock Climbing
Contact: Marisa Spowles (717-783-9677)

- Commercial Use Licenses
- Concession Leases
- Conservation Volunteer Program
- Leased Campsite & Houseboats
- Occupancy Agreements
- Road Use Agreements
- Rights-of-Way
Contact: Judy Deiter (717-783-3307)

E. Bureau of Geological Survey

- Exploration and Development Well Information Network (EDWIN)
Contact: Kristin Carter (412-442-4234)
- PA Ground Water Information System (PAGWIS)
Contact: Simeon Suter (717-702-2047)

Department of CORRECTIONS (DOC)

- Recidivism Risk Reduction Incentive—Statement of Policy
Adopted 4/3/2009 effective 4/4/2009 39 Pa.B. 1674
- Temporary Transfers For County Courts—Statement of Policy
Adopted June 19, 2009 and effective June 20, 2009, 39 Pa.B. 3067.
Contact: Jamie Boyd, Department of Corrections (717-728-7756)

Department of DRUG AND ALCOHOL PROGRAMS (DDAP)

DDAP Contact:

Ali Gantz, Communications Director
Phone: 717-979-8729

Agency Manuals

- Fiscal Manual (July 1, 2020—June 30, 2025)
- Operations Manual (July 1, 2020—June 30, 2025)
- Prevention Manual (July 1, 2020—June 30, 2025)
- Case Management and Clinical Services Manual (July 1, 2020—June 30, 2025)
- Gambling Treatment Services Manual (October 2021)
- Confidentiality Participant Manual (September 2018)

Licensing Alerts—Active

- 01-2021 Use of Medication for Treatment of Substance Use Disorder within Licensed Facilities (Replaces Alerts 03-2011, 03-2012, 04-2012)
- 02-2021 Emergency Contact Notification by Inpatient Drug and Alcohol Treatment Facilities
- 03-2021 Staffing Regulations Qualifications/Degree in a Related Field
- 01-2020 Suspension of Regulation at 28 Pa. Code § 715.16(e)
- 02-2020 Suspension of Regulation at 28 Pa. Code § 715.9(a)(4)
- 03-2020 Suspension of Regulation at 28 Pa. Code § 715.6(d)
- 01-2018 Clarification Regarding Verification of Patient Identity in Licensed Narcotic Treatment Programs
- 02-2018 Reporting of Unusual Incidents
- 03-2018 Intake, Evaluation and Referral (IER) Licensing Alert Revision
- 01-2017 Urinalysis Testing
- 01-2015 Supervision of Counselor Assistants
- 02-2015 Staffing Regulations—Requirements for Qualifications for the Position of Counselor
- 03-2015 Staffing Regulations at 28 Pa. Code § 704.1—Project Wide Versus Facility Specific Enforcement
- 01-2014 Outpatient Clients Receiving Direct Counseling Less than Twice per Month
- 02-2012 Staff Training Requirements for Health Care Professionals
- 01-2011 Financial Audits
- 02-2011 Revocation of Client Consent to Release Information
- 02-2009 Narcotic Treatment Program Medication Take-Home Privileges
- 01-2007 Licensed Drug and Alcohol Treatment Providers Use of SCA Assessments as a Basis for Developing Client's Psychosocial Histories
- 01-2005 Electronic Clinical Records
- 02-2005 Clinical Supervisor Requirements
- 03-2005 Timing of Individual Training Plans
- 04-2005 Dating of Signatures
- 05-2005 Project Director Requirements
- 02-2004 Locked Storage Containers: Record Storage
- 01-2002 Chapter 705. Physical Plant Standards
- 02-2002 Staffing Regulations—Qualifications/Degree in a Related Field (Updates Alert 1998-04)
- 03-2002 Staffing Regulations—Primary Care Hours and Detoxification Activities
- 04-2002 Staffing Regulations—Requirements for Direct Observation and Close Supervision of Counselor Assistants
- 01-2001 Older Adult Protective Services Act Not Applicable to Drug and Alcohol Treatment Programs
- 02-1999 Verification of Training, Experience and Professional Licensure or Certification
- 05-1999 Staffing Qualifications for Clinical Supervisors and Counselors Hired Prior to March 4, 1996
- 05-1998 Facility Closures
- 06-1998 Scheduling of Licensing Inspections
- 01-1997 Minimum Content Requirements for PA Department of Health Approved HIV/AIDS Curriculum
- 02-1997 Restrictions on Licenses/Certificates of Compliance/Approval
- 03-1997 Distinction Between Outpatient and Partial Hospitalization Services (Revised)
- 04-1997 Requests for Exceptions to Regulations, Part V. Drug and Alcohol Activities, Chapter 701
- 06-1997 Minimum Content Requirements for Approved Curriculum for Tuberculosis and Sexually Transmitted Diseases

- 01-1996 Physical Examinations
- 02-1996 Complaint Investigations
- 03-1996 Scheduling of Licensing Inspections
- 04-1996 Psychosocial Histories
- 05-1996 Unannounced Visits
- 06-1996 Drug and Alcohol Staffing Regulations Interpretive Guidelines
- 01-1994 Licensed Capacity
- 02-1994 Group Counseling

Licensing Alerts—Inactive

- 01-2019 Staffing Regulations Qualifications
- 01-2016 Intake Evaluation and Referral
- 04-2012 Use of Buprenorphine—Residential Facilities—Requests for Exceptions to Regulations, 28 Pa. Code Part V, Chapter 715
- 03-2012 Use of Buprenorphine Nonresidential Facilities—Requests for Exceptions to Regulations 28 Pa. Code Part V, Chapter 715 (Replaces Alert 2008-01)
- 01-2012 Satisfaction of Staff Training Requirements—(Updates Licensing Alert 2010-10)
- 03-2011 Use of Non-Narcotic Drugs in Drug and Alcohol Non-Residential Treatment Facilities (Vivitrol)
- 01-2010 Satisfaction of Staff Training Requirements (Updates Alert 2009-01)
- 03-2010 Staffing Regulations—Qualifications/Degree in a Related Field (Updates Licensing Alerts 1998-04, 2002-02, and 2008-08)
- 01-2009 Satisfaction of Staff Training Requirements
- 01-2008 Exception Request Form (28 Pa. Code Chapter 715)/Buprenorphine
- 01-2008 Nonresidential Facility Use of Buprenorphine—Requests for Exceptions to Regulations—28 Pa. Code Part V—Chapter 715
- 02-2008 Supervision of Counselor Assistants
- 03-2008 Staffing Regulations—Qualifications/Degree in a Related Field—(Updates Licensing Alert 1998-04 and 2002-02)
- 01-2004 Division of Drug and Alcohol Program Licensure Web Page
- 01-2000 Staffing Regulations—Qualifications/Degree From a Foreign Non-Accredited University/College (Updates Licensing Alert 1998-03)
- 05-1999 1998 Standards Deficiencies
- 01-1998 Recission of Shelter, Hotline, and Drop-In Regulations
- 02-1998 Rescheduling of Levo-Alpha-Acetyl-Methodol (LAAM)
- 03-1998 Staffing Regulations—Qualifications/Degree from a Foreign Non-Accredited University/College
- 04-1998 Staffing Regulations—Qualifications/Degree in a Related Field
- 05-1997 Reporting of Unusual Incidents

**Department of
EDUCATION
(PDE)**

I. POLICY STATEMENTS**A. State Board of Education**

- Statement of Policy—Accrediting Organizations (on State Board of Education website)
- Approval of the COVID-19 Pandemic as an Extenuating Circumstance for Waivers Under Section 121 of the Public School Code for Students in the Graduating Class of 2023 (adopted September 2021) (on State Board of Education website)
- Approval of the COVID-19 Pandemic as an Extenuating Circumstance for Waivers Under Section 121 of the Public School Code for Students in the Graduating

Classes of 2024 and 2025 (adopted May 2022) (on State Board of Education Website)

Contact: Karen Molchanow (717-787-3787)

B. Office for Elementary and Secondary Education

1. Bureau of Curriculum, Assessment and Instruction

a. Division of Instructional Quality

- Basic Education Circular Educating English Learners 22 Pa. Code 4.26

Contact: Bob Measel (717-783-6595)

- Reclassification, Monitoring, and Redesignation of ELs Guidance (on PDE Website)
- EL Identification Procedure K—12 (on PDE website)
- EL Identification Procedure Pre-K (on PDE website)
- Provisional English Learner Identification Procedure During Extended School Closures (COVID-19)—K—12
- Language Instruction Educational Program (LIEP) Classification Guidance (on PDE website)
- Parental Right to Refuse Specialized EL Services Guidance (on PDE Website)
- Overall Composite Proficiency Level (OaCPL) Calculation Tool (on PDE website)

b. Division of Federal Programs, Technical Assistance, Compliance & Monitoring

- Division of Federal Programs Administrative Manual
- Division of Federal Programs Monitoring Instruments for the Consolidated Review

Contact: Erin Derr (717) 787-7815

c. Miscellaneous

- Pennsylvania State Board of Education AIDS Policy—Admissions/Readmissions of Students or Staff Persons with AIDS, March 1987

Contact: Nicholas Slotterback (717-772-0842)

- Enhanced Driver Education Program Guide
- Procedures for Establishing a Private Driver Training School

Contact: John Kashatus (717-783-4382)

2. Bureau of School Support—Division of Charter Schools

- Charter School Application (on PDE Website)
- Cyber Charter School Application (on PDE Website)
- Cyber Charter School Application Revision and Resubmission Policy (on PDE Website)
- Cyber Charter School Renewal Application (on PDE Website)
- Charter Non-Renewal or Revocation Guidelines (on PDE Website)
- Pennsylvania Charter School Annual Report (Available Upon Request)
- Cyber Charter Schools Review (On PDE Website)
- Cyber Charter School Application Decisions (on PDE Website)
- Cyber Charter School Renewal Application Decisions (on PDE Website)
- Cyber Charter School Revocations (on PDE Website)
- Charter Appeal Board Decisions (on PDE Website)
- Charter Authorizer Toolkit (on PDE Website)
- Legal Obligations of Charter School Board of Trustees (on PDE Website)
- Charter School Enrollment Notification Form (on PDE Website)
- Statement on PA Supreme Court Decision on 4-year-old Kindergarten (on PDE Website)
- Charter School Invoice Templates (on PDE Website)

- Charter School Reconciliation Templates (on PDE Website)
- Timeline Notification (on PDE Website)
- General Fund Budget Forms and Instruction and Supplies Information on the Pennsylvania School Code Requirement (on PDE Website)

Contact: Division of Charter Schools (717-787-9744)

3. Bureau of Career and Technical Education

- Perkins V: 4-Year State Plan

Contact: Monique Burton (717-346-3188)

- Accreditation Guidelines for Pennsylvania Public Post-secondary Career and Technical Education

Contact: Beth Marshall (717-783-6860)

4. Bureau of Special Education

- Basic Education Circular Education for Assistive Technology (20 USC § 1401(1-2))

Contact: Jeanette Alexander (717-783-6882)

- Basic Education Circular Least Restrictive Environment (LRE) and Educational Placement for Students with Individualized Education Plans (IEPs) (22 Pa Code § 14.102(a)(2)(xxiv))

Contact: Jeanette Alexander (717-783-6882)

- Basic Education Circular Use of Restraints for Students with Disabilities (22 Pa Code §§ 14.133; 711.46; 10.25)

Contact: Keith Focht (717-783-6921)

- Intensive Interagency Coordination (20 USC § 1412(a)(12))

Contact: Jeanette Alexander (717-783-6882)

- Basic Education Circular Education Programs for Students in Non-Educational Placements (22 Pa. Code Section 14.102(a)(2)(xiii))

Contact: Jeanette Alexander (717-783-6882)

- Basic Education Circular Instruction Conducted in the Home (34 CFR 300.39 and 115)

Contact: Jeanette Alexander (717-783-6882)

- Basic Education Circular Placement Options for Special Education (22 Pa Code 14.102)

Contact: Jeanette Alexander (717-783-6882)

- Office of Monitoring and Accountability—AEDY Complaint Resolution: Referring LEAs and Approved AEDY Programs: Students, Parents/Guardians, and Organizations (On PDE Website)

Contact: Gina Colarossi 717-783-9252

MEMORANDUM TO LOCAL EDUCATION AGENCIES (PENN*LINK):

- Use of Response to Intervention (RtI) in the Diagnosis of Specific Learning Disabilities (SLD) (March 2008)

Contact: Jeanette Alexander (717-783-6882)

- PIMS and Special Education PennData Submissions (May 2008)

Contact: Jodi Rissinger (717-783-6911)

- Revised Special Education Forms (June 2008)

Contact: Jeanette Alexander (717-783-6882)

- Revised Chapters 14 and 711 (June 2008)

Contact: Jeanette Alexander (717-783-6882)

- Questions and Answers for Paraprofessional Requirements in Chapter 14 (July 2008)

Contact: Laura Bray (717-787-5389)

- PA Guidelines for Identifying Students with Specific Learning Disabilities (SLD) (August 2008)

Contact: Jeanette Alexander (717-783-6882)

- Paraprofessional Requirements Under Revised Chapter 14 (September 2008)
Contact: Laura Bray (717-787-5387)
- Gaskin Settlement Agreement Update—Individualized Education Program (IEP) Format and Supplementary Aids and Services (October 2008)
Contact: Jeanette Alexander (717-783-6882)
- Side-by-Side Quick Reference of the State and Federal Special Education Regulations (October 2008)
Contact: Jeanette Alexander (717-783-6882)
- Supplemental Regulations to 34 CFR Part 300 (Special Education Programs and Services) (December 2008)
Contact: Jeanette Alexander (717-783-6882)
- Paraprofessional Online Courses For Special Education Paraeducator Credential of Competency Standards (February 2009)
Contact: Laura Bray (717-787-5387)
- Chapter 14 Questions and Answers (Volume 3) (February 2009)
Contact: Jeanette Alexander (717-783-6882)
- Child Find, Equitable Participation, and Evaluations (May 2009)
Contact: Jeanette Alexander (717-783-6882)
- Local Education Agency Representation for Individualized Education Program Team Meetings or Revisions (June 2009)
Contact: Jeanette Alexander (717-783-6882)
- Individualized Education Program Team’s Responsibility for Educational Placement in Partial Hospitalization Programs (January 2010)
Contact: Jeanette Alexander (717-783-6882)
- Impact of School-Based ACCESS Program Services on MA Services (January 2010)
Contact: Del Hart (717-772-1114)
- Dual Enrollment for Special Education Students who are Parentally-Placed in a Nonpublic School (February 2010)
Contact: Jeanette Alexander (717-783-6882)
- Guidance for School Districts and Charter Schools in Determining if a Student with a Disability is a Foster Child or Residential Child for Billing Purposes (February 2010)
Contact: Tim Krushinski (717-329-4029)
- Pennsylvania Guidelines for the Provision of Accessible Instructional Materials (AIM Guidelines) (March 2010)
Contact: Angela Kirby (800-360-7282, ext. 3334)
- School-Based ACCESS Program Services and Use of Electronic Signatures (April 2010)
Contact: Del Hart (717-772-1114)
- Questions and Answers Regarding Reevaluation Procedures and Process (April 2010)
Contact: Tim Krushinski (717-329-4029)
- Revocation of Parental Consent for Special Education and Related Services (April 2010)
Contact: Jeanette Alexander (717-783-6882)
- The Right to Education Task Force (August 2010)
Contact: Keith Focht (717-783-6921)
- Special Education Plan Requirements—Instructional Guidelines for English Learners (October 2010)
Contact: Amy DeLuca (717-736-2650)
- Legal Requirements Governing Resolution Meetings (November 2010)
Contact: Jeanette Alexander (717-783-6882)
- BrainSTEPS Program (December 2010)
Contact: Brenda Eagan Brown (724-944-6542)
- Request for School Based ACCESS Program Restrict Account Monies—Retirement Contribution Calculations (January 2011)
Contact: Del Hart (717-772-1114)
- Keystone Exams and Participation of Students with Disabilities (March 2011)
Contact: Lisa Hampe (724-425-3000)
- Voter Registration as Part of Transition to Adult Life and Voter Registration as Part of Implementation of Chapter 15 Basic Education Circulars (March 2011)
Contact: Jeanette Alexander (717-783-6882)
- Revision to Revocation of Consent (March 2011)
Contact: Jeanette Alexander (717-783-6882)
- Participation of Students with Disabilities in the Keystone Exams (April 2011)
Contact: Lisa Hampe (724-425-3000)
- Growth Measure for Students with Complex Support Needs (April 2011)
Contact: Laura Bray (717-787-5387)
- Clarification of the Pendency/Stay Put Policy (April 2011)
Contact: Jeanette Alexander (717-783-6882)
- Educational Services for Students Who Turn 21 Years of Age During the School Term (May 2011)
Contact: Jeanette Alexander (717-783-6882)
- Clarification of Responsibilities Relating to “Host” Districts, “Resident” Districts and the Use of the Request for Change in Approved Private School Assignments (June 2011)
Contact: Del Hart (717-772-1114)
- Rosa’s Law—Change in Disability Terminology (January 2012)
Contact: Jeanette Alexander (717-783-6882)
- Internet-Based Tools and Dispute Resolution Services from the Office of Dispute Resolution (January 2012)
Contact: Office for Dispute Resolution (800-222-3353)
- Issuance of Prior Written Notice for Evaluations and Reevaluations (September 2012)
Contact: Tim Krushinski (717-329-4029)
- Individualized Education Program (IEP) Assessment Changes (October 2012)
Contact: Lisa Hampe (724-425-3000)
- The Requirement of State Performance Plan Indicator 8 and PaTTAN Resources to Enhance Parent Engagement (February 2013)
Contact: Barbara Mozina (814-974-2648)
- Individuals with Disabilities Education Act Part B Parental Consent to Access Public Benefits or Insurance (e.g.) Medicaid (March 2013)
Contact: Jeanette Alexander (717-783-6882)
- Immunization Requirements and Students with Disabilities (April 2013)
Contact: Jeanette Alexander (717-783-6882)
- Student Enrollment in Department Funded Slots for Services Provided by the Approved Private Schools and Chartered Schools for the Deaf and Blind Basic Education Circular (April 2013)
Contact: Del Hart (717-772-1114)
- Extended School Year Eligibility (May 2013)
Contact: Tim Krushinski (717-329-4029)

- Updates to Coordinated Early Intervening Services and Significant Disproportionality (August 2013)
Contact: Jodi Rissinger (717-783-6911)
- Meeting the Academic Needs of the Gifted Learner (September 2013)
Contact: Shirley Moyer (717-705-5186)
- School-Based ACCESS Program—Billing Procedures and Requirements for Reimbursements (November 2013)
Contact: Del Hart (717-772-1114)
- Pennsylvania System of Alternate Assessment and the Pennsylvania Core Standards (May 2014)
Contact: Lisa Hampe (724-425-3000)
- Alternate Assessment Update (May 2014)
Contact: Lisa Hampe (724-425-3000)
- Keystone Examination/Project-Based Assessment Update (July 2014)
Contact: Lisa Hampe (724-425-3000)
- Minor Changes to the School-Age Individualized Education Program Document (May 2014)
Contact: Jeanette Alexander (717-783-6882)
- Participation by Students with Disabilities in High School Graduation Ceremonies (April 2014)
Contact: Jeanette Alexander (717-783-6882)
- Transition from School to Community-Based Competitive Employment Grants (July 2014)
Contact: Amy DeLuca (717-736-2650)
- Updated Forms and Documentation in Relation to Gifted Education (April 2014)
Contact: Shirley Moyer (717-705-5186)

C. Office for Postsecondary and Higher Education

1. Bureau of School Leadership and Teacher Quality

- Pennsylvania Department of Education Standards, Policies and Procedures for State Approval of Certification Programs and for the Certification of Professional Educators for the Public Schools of Pennsylvania (on PDE website)
Contact: Debra Heath-Thornton (717-783-6720)
- Certification and Staffing Policies and Guidelines Regarding Education Certification and Staffing Requirements for Public Schools (on PDE website)
Contact: Karen Turner (717-783-6730)
- CSPG No. 203—Behaviour Analyst (8-1-2018)
- PIL Induction Requirements for Principals, Assistant and Vice Principals (8-3-2016)
- PIL Continuing Professional Education Requirements Reminder (8-3-2016)
- CSPG No. 14—Act 97 Waiver of Certification (9-1-2016)
- CSPG No. 21—Testing (9-1-2016)
- Vocational I—Increase in Service Years (9-2-2016)
- Certification Application Fee Increase (10-12-2016)
- Act 45 and Act 48 Credit Rollover (10-20-2016)
- CSPG No. 32—Biology (3-1-2017)
- CSPG No. 34—Chemistry (3-1-2017)
- CSPG No. 40—Earth & Space Science (3-1-2017)
- CSPG No. 46—General Science (3-1-2017)
- CSPG No. 56—Physics (3-1-2017)
- CSPG No. 5—Evaluation of Credentials for Individuals Prepared Outside of the U.S. (5-1-2017)
- CSPG No. 21—Testing (5-1-2017)
- CSPG No. 45—World Languages (6-1-2017)
- English Language Arts and Reading Specialist Certification and Staffing Guidelines (6-13-2017)

- CSPG No. 57—Reading Specialist (7-1-2017)
- PIL Introduction Requirement Reminder for Principals, Assistant and Vice Principals (11-2-2017)
- PIL Continuing Professional Education Requirements Reminder (11-2-2017)
- CSPG No. 105—Gifted Enrichment Programs (1-1-2018)
- CSPG No. 75—Dental Hygienist (3-1-2018)
- CSPG No. 42—English (4-1-2018)
- Clarification of Professional Certification Requirements for Professional Staff in Charter Schools (6-7-2018)
- CSPG No. 41—American Sign Language (7-1-2018)
- CSPG No. 97—Vocational Administrative Director (8-1-2018)
- CSPG No. 68—English as a Second Language Program Specialist (9-1-2018)
- CSPG 12—Voluntary Deletion of Certification Areas (12-1-2018)
- CSPG No. 37—Cooperative Education (12-1-2018)
- CSPG No. 51—Middle Level English (12-1-2018)
- CSPG No. 61—Special Education PK—8 and 7—12 (12-1-2018)
- CSPG No. 96—Superintendent PK—12 (12-1-2018)
- Act 82 of 2018 Grades 5 and 6 Add-On Option for PreK—4 Official Notification (12-18-2018)
- CSPG No. 106—Program Endorsements (1-1-2019)
- Initial Guidance on Expanding Special Education Grade Spans (1-28-2019)
- CSPG No. 7—Level II (Permanent) Certification (2-1-2019)
- Act 82 of 2018 Special Education PK—12 Guidance and FAQs (4-23-2019)
- Act 82 Special Education Certification Expansion Guidelines (5-28-2019)
- Act 82 Special Education Certification Chart (5-29-2019)
- In-State Applicants Adding a Test-Only Add-On (6-12-2019)
- CSPG No. 69—Grades PK—4 (8-1-2019)
- CSPG No. 33—Business, Computer, and Information Technology (9-1-2019)
- CSPG No. 43—Environmental Education (9-1-2019)
- CSPG No. 44—Family & Consumer Sciences (9-1-2019)
- CSPG No. 47—Health and Physical Education (9-1-2019)
- CSPG No. 48—Library Science (9-1-2019)
- CSPG No. 49—Marketing/Distributive Education (9-1-2019)
- CSPG No. 55—Music Education (9-1-2019)
- CSPG No. 57—Reading Specialist (9-1-2019)
- CSPG No. 63—Special Education—Speech and Language Impaired PK—12 (9-1-2019)
- CSPG No. 64—Teacher Intern (9-1-2019)
- CSPG No. 65—Technology Education (9-1-2019)
- CSPG No. 13—Emergency Permits (10-1-2019)
- CSPG No. 76—Elementary and Secondary School Counselor (10-1-2019)
- CSPG No. 77—Home and School Visitor (10-1-2019)
- CSPG No. 78—Instructional Technology Specialist (10-1-2019)
- CSPG No. 80—School Nurse (10-1-2019)
- CSPG No. 81—School Psychologist (10-1-2019)
- CSPG No. 86—School Speech and Language Pathologist (10-1-2019)
- CSPG No. 30—Agriculture (11-1-2019)
- CSPG No. 24—Appropriate Certification in Charter Schools (12-13-2019)
- CSPG No. 25—Career and Technical Emergency Permits (1-1-2020)
- CSPG No. 53—Middle Level Mathematics (1-1-2020)

- CSPG No. 66—Career and Technical Intern Instructional (1-1-2020)
- CSPG No. 9—Experience Requirements for Initial Supervisory, Administrative Certificates and Letters of Eligibility (2-1-2020)
- CSPG No. 52—Middle Level Social Studies (2-1-2020)
- CSPG No. 92—Supervisor of Career and Technical Education (2-1-2020)
- CSPG No. 19—Credits Earned Through In-Service Education, by Examination and CEUs (6-1-2020)
- CSPG No. 3—Validity of a PA Certificate (11-1-2020)
- CSPG No. 71—Computer Science 7-12 (new 12-1-2020)
- CSPG No. 4—Evaluation of Certificate Eligibility by the Bureau of School Leadership and Teacher Quality (2-1-2021)
- CSPG No. 61—Special Education PK—12 (3-1-2021)
- CSPG No. 87—School Social Worker Certification (4-1-2021)
- CSPG No. 101—Utilization of Paraprofessional Staff (5-1-2021)

Contact: Kerry Helm (717-772-4508)

- Basic Skills Assessment Policy (March 17, 2016)
- New Grades 5-6 Add-on Option for Grades PK—4 Certificate Holders (May 13, 2016)
- Basic Skills Math Score Adjustment for PAPA and CORE (June 8, 2016)
- Annual Review Frequently Asked Questions (9-19-2016)
- Special Announcement—Testing Updates (11-9-2016)
- PDE Accepts the CAEP Accreditation for Major Reviews (5-31-2017)
- New Alternative for Meeting the Requirements for Basic Skill and Vocational Testing Requirements (7-13-2017)

Contact: Debra Heath-Thornton (717-783-6720)

- Specific Program Guidelines for State Approval of Professional Educators (January 2001)

Contact: Debra Heath-Thornton (717-783-6720)

COVID-19 related Documents

- Act 13 of 2020; Flexibility in Field Experiences for Student Teaching
- Act 13 of 2020; Waiver of Type 01 Emergency Permits
- Act 13 of 2020; Waiver of Level I to Level II Requirement
- Act 136 of 2020; Waiver of Basic Skills Requirement and Reporting of Waiver cohort to PDE
- Act 136 of 2020; Issue Temporary Provisional in Cases where applicants meet all of the requirements for conversion to a Level I certificate with the exception of the completion of an assessment required by 22 Pa. Code § 49.18(c) because the assessment was canceled and could not be scheduled.
- Act 136 of 2020; Extension of Type 01 Emergency Permits

Contact: Debra Heath-Thornton (717-783-6720)

2. Bureau of Postsecondary and Adult Education

a. Division of Adult Education

- Adult Education and Family Literacy Guidelines for services offered with the following funding: Pennsylvania Act 143 of 1986, Title 24, Chapter 31 Adult and Family Literacy Education Act and Workforce Innovation and Opportunity Act, Title II (Federal Adult Education and Family Literacy Act)
- Renewal Application Guidelines
- Guidelines for Submission of 064 Budget and Agency Information

- Guidelines for Submission of 061 Budget and Agency Information
- Request for Grant Application Guidelines Adult Basic Education Direct Service (064)
- Request for Grant Application Guidelines Integrated English Literacy and Civics Education Program (061)
- Request for Grant Application Guidelines Statewide Distance Learning Project Direct Services (064)
- Federal State Leadership Distance Education Technical Assistance (099) Request for Grant Application Guidelines
- Integrated Education and Training Checklist
- Integrated English Literacy and Civics Education Checklist
- Integrated English Literacy and Civics Education (IELCE) Content Guide
- Integrated Education and Training Proposal
- Policy C.100, Adult Education and Family Literacy Performance Standards
- Policy C.130, Verification and Reporting Data
- Policy C.135, Cohorts for the Primary Indicators of Performance
- Policy C.330, Early Childhood Assessment
- Policy C.800, Nonimmigrant Foreign Students with F-1 Visa
- Policy C.900, Safety, Security, and Accessibility
- Policy D.100, Adult Learner Assessment
- Policy D.120, Special Needs Student Assessment
- Policy D.130, Distance Learning
- Policy D.150, Parent Education and Interactive Literacy Activities
- Policy D.160, Interactive Literacy Activities Assessment
- Policy F.100, Professional Development
- Policy G.100, Adult Education and the Workforce Development System
- Policy H.100, Residency Requirements for Issuance of the Commonwealth Secondary School Diploma
- Policy H.200, High School Equivalency Testing for Institutionalized Youth
- Policy H.300, Verification of High School Equivalency Test Candidate Identity and Pennsylvania Residency
- Policy H.400, Foreign Language Versions of the High School Equivalency Tests
- Policy H.500, The Official Practice Test as a Condition for High School Equivalency Testing
- Policy H.600, Issuance of the Commonwealth Secondary School Diploma
- eData v2 Instruction Manual and Glossary

Contact: Amanda Harrison (717-772-3739)

b. Division of Law Enforcement Education and Trade Schools

- Private Licensed Schools Memorandum # 12—Enrollment Agreement and Alternate
- Private Licensed Schools Memorandum # 19—Statement Concerning Transfer of Credits
- Private Licensed Schools Memorandum # 25—Bond Form
- Private Licensed Schools Memorandum # 30—Irrevocable Administrative Trust
- Private Licensed Schools Memorandum # 35—Financial Reporting
- Private Licensed Schools Memorandum # 45—Clock Hour/Lesson/Semester and Quarter Credits
- Private Licensed Schools Memorandum # 51—Use of the Term Tuition "Savings"
- Private Licensed Schools Memorandum # 52—Scholarships
- Private Licensed Schools Memorandum # 54—Taking Attendance

- Private Licensed Schools Memorandum # 56—Non-Resident Program Application—25% of Lessons
 - Private Licensed Schools Memorandum # 57—New Program Application—Catalog Required
 - Private Licensed Schools Memorandum # 59—Leave of Absence
 - Private Licensed Schools Memorandum # 60—Enrollment in a Single Course
 - Private Licensed Schools Memorandum # 61—Non-Resident Program Application First 25% of New Material
 - Private Licensed Schools Memorandum # 63—Financial Reporting
 - Private Licensed Schools Memorandum # 65—Limit of Number of New Programs
 - Private Licensed Schools Memorandum # 66—Certificate of Occupancy Required
 - Private Licensed Schools Memorandum # 67—Trimester Credits
 - Private Licensed Schools Memorandum # 68—Externships
 - Private Licensed Schools Memorandum # 69—Electronic Financial Reporting
 - Private Licensed Schools Memorandum # 71—New Director Seminar—Required
 - Private Licensed Schools Memorandum # 72—Role and Authority of the Financial Review Committee
 - Private Licensed Schools Memorandum # 73—Application Quality and Deadlines
 - Private Licensed Schools Memorandum # 74—Job Opportunity Requirement in New Program Applications
 - Private Licensed Schools Memorandum # 75—Fees
 - Private Licensed Schools Memorandum # 78—PA Locations for Out-of-State Providers
 - Private Licensed Schools Memorandum # 80—Commercial Truck Driving Programs
 - Private Licensed Schools Memorandum # 82—Institutional Grants
 - Private Licensed Schools Memorandum # 83—Distance Education
 - Private Licensed Schools Memorandum # 85—Fines and Violations
 - Private Licensed Schools Memorandum # 87—Invitation to Provide Feedback
 - Private Licensed Schools Memorandum # 89—Memorandum 89 Guidance Coronavirus (COVID-19)
 - Private Licensed Schools Memorandum # 90—Violation by Unlicensed or Unregistered Person or Entity Civil Penalty and 5-Year Moratorium
 - Private Licensed Schools Memorandum # 92—School Program Applications, Deadlines and Expiration
- Contact: Nicole Campbell (717-783-8228)

3. Miscellaneous

- Certified Suicide Prevention Institution of Higher Education Designation
Contact: Michael Dotts (717-783-7787)
- Policies Related to the Transfer and Articulation Oversight Committee and the Statewide College Credit Transfer System
Contact: Lynette Kuhn (717-787-4313)

II. GUIDANCE MANUALS

A. Office of Elementary and Secondary Education

1. Bureau of Curriculum, Assessment and Instruction

- Assessment Handbooks
Contact: Brian Truesdale 717-214-5433

- Accommodations Guidelines for Students with IEPs, and Students with 504 Plans
Contact: Diane Simaska (717-346-8064)
- Accommodations Guidelines for English Language Learners
Contact: Diane Simaska (717-346-8064)
- Assessment Participation and Performance Attribution Map
Contact: Shazia Waters (717-772-0020)
- PSSA Test Security Procedures
Contact: Jay Gift (717-783-1144)
- Home Language Survey
Contact: Bob Measel (717-783-6596)
- Post Exit Monitoring Guidance & Sample Monitoring Forms
Contact: Bob Measel (717-783-6595)
- Pennsylvania Department of Education Gifted Guidelines, August 2010
Contact: Shirley Moyer (717-705-5186)
- Online Theory Drive Education Policy
Contact: John Kashatus (717-783-4382)
- Pennsylvania State Literacy Plan
Contact: Rebekah Baum-Leaman (717-783-6538)
- No Child Left Behind Act—Supplemental Education Services—Instructions for Completing the Provider Application (on PDE Website)
Contact: Division of Federal Programs (717-783-3381)
- BEC 22 Pa. Code § 04.26* Educating Students With Limited English Proficiency (LEP) and English Language Learners (ELL)
Contact: Bob Measel (717-783-6595)
- PA Environmental Education Act of 1993. This Act set responsibilities for the Department of Education as it relates to environmental education for the school districts of the Commonwealth. It also sets responsibilities for formal and non-formal educational entities. This Act is incorporated into the PA School Code of 1949.
Contact: Dave Bauman (717-783-6598)

2. Bureau of Special Education

- Education of Students with Hearing Loss
Contact: Janette Fulton (717-425-5442)
- Special Education Complaint Investigation Manual
Contact: Amy DeLuca (717-736-2650)
- Intermediate Unit Special Education Plan Guidelines
Contact: Laura Bray (717-787-5389)
- Individuals with Disabilities Education Act—Part B Program Guidelines for Local Education Agency Applications
Contact: Jeanette Alexander (717-783-6882)
- Special Education Contingency Fund Guidelines
Contact: Del Hart (717-772-1114)
- Individuals with Disabilities Education Act—Part B (IDEA-B), IDEA-B, Section 611, Special Education State Grant
Contact: Jeanette Alexander (717-783-6882) or Del Hart (717-772-1114)
- PA Guidelines for De-escalation and the Use of Restraints in Educational Programs
Contact: Keith Focht (717-783-6921)
- Chapter 14 Questions and Answers (Paraprofessional, Volume 2, and Volume 3)
Contact: Laura Bray (717-787-5389)

- PA Guidelines for Identifying Students with Specific Learning Disabilities (SLD)
Contact: Jeanette Alexander (717-783-6882)
- Identification of Students with Specific Learning Disabilities (SLD) using Response to Intervention (RtI)
Contact: Jeanette Alexander (717-783-6882)
- Credential of Competency for Special Education Paraeducators
Contact: Laura Bray (717-787-5389)
- School District Special Education Plan Guidelines
Contact: Amy DeLuca (717-736-2650)
- Secondary Transition Folder CD
Contact: Amy DeLuca (717-736-2650)
- Special Education Mediation Services
Contact: Kerry Smith (800-222-3353)
- State Plan under the Individuals with Disabilities Education Act—Part B
Contact: Jeanette Alexander (717-783-6882)

PENN*LINKS FOR 2015

<i>Title</i>	<i>Date Sent</i>
Significant Revisions to Permission to Evaluate and Reevaluate Consent Forms Contact: Wendy Reisinger 717.783.6882	January 16, 2015
Annual Deaf-Blind Child Count Contact: Sue Ann House 800.441.3215, ext. 7243	February 3, 2015
Certification and Staffing Policy Guidelines No. 202—Orientation and Mobility Specialists Contact: Wendy Reisinger 717.783.6882	February 18, 2015
Participation by Students with Disabilities in High School Graduation Ceremonies Contact: Wendy Reisinger 717.783.6882	April 13, 2015
Secondary Transition: Planning for the Future Checklist Contact: Wendy Reisinger 717.783.6882	May 14, 2015
Revision to the Invitation to Participate in the Individualized Education Program Team Meeting or Other Meeting Contact: Wendy Reisinger 717.783.6882	May 26, 2015
Individualized Education Program Team's Responsibility for Educational Placement in Partial Hospitalization Programs Contact: Wendy Reisinger 717.783.6882	May 26, 2015
Transition from Preschool Early Intervention Programs to Kindergarten or First Grade Programs in Charter Schools Contact: Wendy Reisinger 717.783.6882	June 16, 2015
Unified English Braille Transition Contact: Wendy Reisinger 717.783.6882	July 21, 2015
Basic Education Circular: FAPE and One-To-One Support Obligations for Students with Disabilities Contact: Wendy Reisinger 717.783.6882	September 1, 2015
Reporting of Expenditures Relating to Exceptional Students Contact: Donald Dolbin 717.783.6879	September 8, 2015
Pennsylvania Alternate System of Assessment Update—Use of Technology Contact: Lisa Hampe 724.425.3000	October 19, 2015
Presentation of Pennsylvania System of School Assessment and Keystone Exam Accommodation Guidelines for Students with Individualized Education Programs and 504 Plans Contact: Lisa Hampe 724.425.3000	October 28, 2015
Chapter 10 Guidance for Students with Disabilities Contact: Wendy Reisinger 717.783.6882	October 29, 2015
Special Education Students Placed in Homebound Instruction or Instruction Conducted in the Home Contact: Wendy Reisinger 717.783.6882	November 19, 2015
Guidance Letter from USDE Office of Special Education and Rehabilitative Services on Dyslexia Contact: Wendy Reisinger 717.783.6882	December 1, 2015
Pennsylvania Alternate System of Assessment (PASA) Update—Alternate Eligible Content Contact: Lisa Hampe 724.425.3000	December 9, 2015

PENN*LINKS FOR 2016

<i>Title</i>	<i>Date Sent</i>
Preschool to School-Age Transition Considerations for Children who are Deaf, Hard of Hearing or Deaf-Blind Contact: Shatarupa Podder 717.772.2646	February 3, 2016
Truancy Reporting and Transportation to Students with Disabilities Contact: Wendy Reisinger 717.783.6882	February 4, 2016
Clarification of Responsibilities Relating to “Host” Districts, “Resident” Districts and the Use of the Request for Change in Approved Private School Assignment (PDE-4011) Contact: Del Hart 717.772.1114	May 16, 2016
Electronic Submissions of 4010s Contact: Del Hart 717.772.1114	June 7, 2016
Approved Private Schools and Chartered Schools for the Deaf and Blind Electronic Management Calendar Submissions for the 2015-16 School Year (Fiscal Year 2016-17) Contact: Holly Fan 717.346.9644	June 10, 2016
New Annotated Evaluation Report and Annotated Reevaluation Report on the Pennsylvania Training and Technical Assistance Network (PaTTAN) Website Contact: Wendy Reisinger 717.783.6882	June 15, 2016
Pennsylvania Training and Technical Assistance Network Office in King of Prussia Relocating to Malvern Contact: Cathy Pfanders 800.441.3215, ext. 7217	June 16, 2016
Special Education Students Placed in Homebound Instruction or Instruction Conducted in the Home Contact: Wendy Reisinger 717.783.6882	October 11, 2016
Pennsylvania Alternate System of Assessment (PASA) Eligibility Criteria and 1 Percent Cap Contact: Lisa Hampe 724.425.3000	October 19, 2016
Updated Guidelines for Calculating Educational Environment for Federal Special Education Reporting Contact: Wendy Reisinger 717.783.6882	November 4, 2016
Pennsylvania System of School Assessment (PSSA) and Keystone Exam Accommodation Guidelines for Students with Individualized Education Programs and 504 Plans Contact: Lisa Hampe 724.425.3000	November 15, 2016
Section 1306 Students with Disabilities in State Hospitals or State Developmental Centers Contact: Wendy Reisinger 717.783.6882	November 16, 2016

PENN*LINKS FOR 2017**As of December 21, 2017**

<i>Title</i>	<i>Date Sent</i>
Annual Deaf-Blind Child Count for Infants, Toddlers, Preschoolers and Students Contact: Sue Ann Houser 800.441.3215, ext. 7243	February 1, 2017
Guidelines for English Learners with Individualized Education Programs Contact: Robert Measel 717.787.8913	February 7, 2017
Revisions to the Using Response to Intervention for Specific Learning Disability Determination School Building Application (K—12) for Approval Contact: Jessica Haas 610.678.6059	March 1, 2017
Individuals with Disabilities Education Act: State Regulations that Exceed Federal Requirements Contact: Wendy Reisinger 717.783.6882	March 2, 2017
Revised Basic Education Circular: Least Restrictive Environment and Educational Placement for Students with Individualized Education Programs Contact: Wendy Reisinger 717.783.6882	April 20, 2017
Office for Dispute Resolution Timelines Contact: Wendy Reisinger 717.783.6882	April 21, 2017
Act 26 of 2016: “Work Experience for High School Students with Disabilities Act” Questions and Answers Contact: Wendy Reisinger 717.783.6882	May 8, 2017
Special Education Students Placed in Homebound Instruction or Instruction Conducted in the Home Updated Contact List Contact: Wendy Reisinger 717.783.6882	June 6, 2017

<i>Title</i>	<i>Date Sent</i>
Significant Disproportionality Requirements under the Individuals with Disabilities Education Act Contact: Wendy Reisinger 717.783.6882	June 28, 2017
Training in Response to Recent Changes by the Federal Office of Special Education Programs Contact: Del Hart 717.772.1114	July 28, 2017
Basic Education Circular Review—Intensive Interagency Coordination Contact: Wendy Reisinger 717.783.6882	August 2, 2017
Individuals with Disabilities Education Act Amendment—Rosa’s Law Change in Disability Terminology Contact: Wendy Reisinger 717.783.6882	August 15, 2017
Significant Disproportionality Stakeholders’ Submission of Written Comments Contact: Barbara Mozina 814.974.2648	October 2, 2017
Special Education Students Placed in Homebound Instruction or Instruction Conducted in the Home Contact: Amy Deluca 724.938.4348	October 3, 2017
Special Education Plan Requirements—Identification of Students with Specific Learning Disabilities using the Response to Intervention Contact: Jessica Haas 610.678.6059	October 4, 2017
Clarifications Regarding Documents Rescinded by the U.S. Department of Education Contact: Wendy Reisinger 717.783.6882	November 2, 2017
Placement Options for Special Education Contact: Wendy Reisinger 717.783.6882	November 13, 2017
Out of State Transfers for Students with Disabilities Contact: Wendy Reisinger 717.783.6882	November 14, 2017

PENN*LINKS FOR 2018**As of August 8, 2018**

<i>Title</i>	<i>Date Sent</i>
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 3) Contact: Hillary Mangis 800.446.5607, ext. 6878	January 18, 2018
Approved Private School Electronic Management System Enrollments Contact: Holly Fan 717.346.9644	January 22, 2018
Annual Deaf-Blind Child Count for Infants, Toddlers, Preschoolers, and Students Contact: Sue Ann Houser 800.441.3215, ext. 7243	February 1, 2018
2018 Writing Assessment for Students Enrolled in the Pennsylvania Alternate System of Assessment Contact: Lisa Hampe 724.425.3000	February 27, 2018
Revised Basic Education Circular: Placement Options for Special Education Contact: Wendy Reisinger 717.783.6882	February 27, 2018
Pennsylvania Unified English Braille Implementation Plan Contact: Wendy Reisinger 717.783.6882	March 1, 2018
2017-18 School Year Restraint Information System Collection Tracking—3rd Quarter Reporting Contact: Keith Focht 717.783.6921	March 2, 2018
State Performance Plan Data Requirements—Postsecondary School Survey—Cohort Two Contact: Hillary Mangis 800.446.5607 ext. 6878	March 12, 2018
Pennsylvania Unified English Braille Implementation Plan Stakeholders’ Forums Contact: Wendy Reisinger 717.783.6882	March 19, 2018
Individuals with Disabilities Education Act: State Regulations that Exceed Federal Requirements Contact: Wendy Reisinger 717.783.6882	April 4, 2018
Pennsylvania Unified English Braille Implementation Plan Stakeholders’ Submission of Written Comments Contact: Wendy Reisinger 717.783.6882	April 25, 2018
Revised Basic Education Circular: Educational Programs for Students in Non-Educational Placements Contact: Wendy Reisinger 717.783.6882	April 27, 2018
Local Educational Agency Special Education Data Reports Online Preview Contact: Jodi Rissingner 717.783.6911	May 4, 2018

<i>Title</i>	<i>Date Sent</i>
Survey of Parents of Students with Disabilities Contact: Barbara Mozina 814.674.2648	May 10, 2018
2017-18 School Year Restraint Information System Collection Tracking—4th Quarter Reporting Contact: Keith Focht 717.783.6921	May 23, 2018
Local Educational Agency Special Education Data Reports Online Contact: Jodi Rissinger 717.783.6911	May 25, 2018
July 2018 PennData Table 8A Submission Contact: Jodi Rissinger 717.783.6911	May 30, 2018
2018-19 Special Education Compliance Monitoring Schedule Contact: Jill Deitrich 717.783.6876	June 13, 2018
Approved Private School Preliminary Deductions Contact: Holly Fan 717.364.9644	June 19, 2018
Annual Notice Amendment Contact: Wendy Reisinger 717.783.6882	July 12, 2018
Revised Basic Education Circular: Instruction Conducted in the Home Contact: Wendy Reisinger 717.783.6882	July 12, 2018
2018-19 School-Based ACCESS Program Statewide Training Sessions Contact: Jonathan McVey (DHS) 717.395.9435	July 18, 2018
Indicator 13: Training Session for What Local Educational Agencies Need to Know for Continuous Improvement for Cyclical Monitoring Contact: Hillary Mangis 800.446.5607, ext. 6878	July 19, 2018
Child Find for Thought to be Gifted Students Attending a Charter School or Cyber Charter School Contact: Wendy Reisinger 717.783.6882	July 23, 2018
Pennsylvania Chapter 14: Final-Omitted Rulemaking to Amend Terminology Contact: Wendy Reisinger 717.783.6882	August 1, 2018
Indicator 13: Effective Transition Practices Contact: Hillary Mangis 800.446.5607, ext. 6878	August 2, 2018
Pennsylvania's Individuals with Disabilities Education Act (IDEA) Part B 2018 Determination Contact: Barbara Mozina 814.974.2648	August 3, 2018
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 4) Contact: Hillary Mangis 800.446.5607, ext. 6878	August 8, 2018

PENN*LINKS FOR 2019

<i>Title</i>	<i>Date Sent</i>
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 4 Exit) Contact: Hillary Mangis 800.446.5607 ext. 6878	January 3, 2019
Annual Deaf-Blind Child Count for Infants, Toddlers, Preschoolers, and Students Contact: Sue Ann Houser 800.441.3215, ext. 7243	January 24, 2019
Transitioning from Preschool Early Intervention Programs to School Age Programs Contact: John Gombocz 717.772.3745	February 4, 2019
State Performance Plan Data Requirements—Postsecondary School Survey—Cohort 3 Contact: Hillary Mangis 800.446.5607, ext. 6878 mail to: hmangis@pattan.net	February 19, 2019
Surrogate Parents Contact: John Gombocz 717.772.3745	February 21, 2019
Peer Monitors Compliance Monitoring Training Contact: Jill Deitrich 717.783.6139	March 19, 2019
Local Educational Agency (LEA) Requirements for Reporting Due Process Resolution Meeting Outcomes Contact: Karen Eberly 800.222.3353, option 8	March 19, 2019
Individuals with Disabilities Education Act: State Regulations that Exceed Federal Requirements Contact: John Gombocz 717.772.3745	March 19, 2019
2018-19 School Year Restraint Information System Collection Tracking and Training—Third Quarter Reporting Window Contact: Keith Focht 717.783.6921 Pat Haglund 814.662.2662	March 20, 2019

<i>Title</i>	<i>Date Sent</i>
Local Educational Agency Special Education Data Reports Online Preview Contact: Jodi Rissinger jrissinger@pa.gov	April 26, 2019
Public Input: Differentiating Compliance Monitoring for Continuous Improvement Webcast Contact: Jill Deitrich F: 717.783.6139/RA-DMS@pa.gov	May 6, 2019
Survey of Parents of Students with Disabilities Contact: Barbara Mozina 814.674.2648/bmozina@pa.gov	June 4, 2019
Local Educational Agency Special Education Data Reports Online Contact: N/A	June 4, 2019
2019-2020 Special Education Compliance Monitoring Training and Schedule Contact: Sharon Kennedy/skennedy@pattan.net	June 4, 2019
July 2019 Special Education Table 8A Submission Contact: Jodi Rissinger 717.783.6911/jrissinger@pa.gov	June 5, 2019
Approved Private School and Chartered School for the Deaf and the Blind Preliminary Deductions Contact: Kelli Franklin 717.783.6135/kfranklin@pa.gov	June 13, 2019
2018-19 School Year Restraint Information System Collection Tracking and Training—Fourth Quarter Reporting Window Contact: Keith Focht 717.783.6921/kfocht@pa.gov Pat Haglund 814.662.2662/phaglund@pa.gov	June 28, 2019
Professional Development Opportunity: PA Fellowship Program for Special Education Leaders Contact: Paula Quinn pquinn@pattan.net Tracy Ficca tficca@pattan.net Nichole Kopco/nkopco@pattan.net Christine Moon/cmooon@pattan.net	July 2, 2019
Indicator 13: What Local Educational Agencies (LEAs) Need to Know for Compliance Monitoring for Continuous Improvement (CMCI) Contact: Hillary Mangis 800.446.5607 ext. 6878/hmangis@pattan.net	July 5, 2019
Special Education Performance Grant—Competitive Integrated Employment Grant 2019-2020 Contact: Jefferey Coover/jcoover@pattan.net	July 12, 2019
Indicator 13: Effective Transition Practices Contact: Hillary Mangis 800.446.5607 ext. 6878/hmangis@pattan.net	July 12, 2019
2019-2020 Gifted Compliance Monitoring Schedule Contact: Shirley Moyer 717.705.5186/shirmoyer@pa.gov	July 15, 2019
Application for RtI for SLD Determination Contact: Jessica Haas 610.678.6059/jesshaas@pa.gov	July 26, 2019
2019-20 School-Based ACCESS Program Statewide Training Sessions Contact: Sharon Kennedy/skennedy@pattan.net	July 26, 2019
IDEA Part B—Determinations Notification Contact: Amy Pastorak/apastorak@pattan.net	August 26, 2019
Reporting of Expenditures Relating to Exceptional Students Contact: Don Dolbin 717.783.6879/ddolbin@pa.gov	August 29, 2019
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 5 Exit) Contact: Hillary Mangish mangis@pattan.net Jacki Lyster/jlyster@pattan.net	September 5, 2019
2019-2020 School Year Restraint Information System Collection Tracking Contact: Keith Focht 717.783.6921/kfocht@pa.gov Pat Haglund 814.662.2662/phaglund@pa.gov	September 9, 2019
2019-2020 PASA 1.0 Justification Contact: Lisa Hampe 724.425.3000/lihampe@pa.gov Lynda Lupp 800.441.3215 ext. 7233/llupp@pattan.net	September 9, 2019
2019-2020 PASA Updates Contact: Lisa Hampe 724.425.3000/lihampe@pa.gov Lynda Lupp 800.441.3215 ext. 7233/llupp@pattan.net	September 9, 2019
Dyslexia Screening and Early Intervention Pilot Program Contact: Carole Clancy/caclancy@pa.gov	September 26, 2019
2019-2020 Inclusive Programming Opportunities through Mikayla's Voice Contact: Rita Cheskiewicz 570.690.7113/ritamikaylasvoice.org Kimberly Rush 610.746.2324/kimmikaylasvoice.org	October 9, 2019

<i>Title</i>	<i>Date Sent</i>
Training in Response to Recent Changes by the Federal Office of Special Education Programs Contact: Del Hart 717.772.1114/dehart@pa.gov Sharon Kennedy 717.901.2265/skennedy@pattan.net	October 9, 2019
Special Education Students Placed in Homebound Instruction or Instruction Conducted in the Home Contact: Amy Deluca 717.736.2650/amdeluca@pa.gov	October 9, 2019
2019-2020 Contingency Funds for Extraordinary Expenses Contact: Del Hart 717.772.1114/dehart@pa.gov	October 21, 2019
Special Education Plan Information for Phase 2 School Districts Contact: Amy Deluca 717.736.2650/amdeluca@pa.gov Cortney Verner 412.823.6058/everner@pa.gov	November 6, 2019
2019-2020 School Year Restraint Information System Collection Tracking and Training—Second Quarter Reporting Window Contact: Keith Focht 717.783.6921/kfocht@pa.gov Pat Haglund 814.662.2662/phaglund@pa.gov	November 20, 2019
Bureau of Special Education (BSE) Bulletin Contact: Lisa Irgang 215.379.1023/lirgang@pa.gov	November 27, 2019
Individualized Education Program (IEP) Alternative Assessment Changes Contact: Lisa Hampe 724.425.3000/lihampe@pa.gov Lynda Lupp 800.441.3215 ext. 7233/llupp@pattan.net	December 16, 2019
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 5 Exit) Winter Contact: Hillary Mangis 800.446.5607 ext. 6878/hmangis@pattan.net	January 6, 2020
Review of Enrollments in the Approved Private School Electronic Management (APSEM) System Contact: Janette Fulton 717.425.5442/jafulton@pa.gov	January 28, 2020

PENN*LINKS FOR 2020

<i>Title</i>	<i>Date Sent</i>
Annual Deaf-Blind Child Count for Infants, Toddlers, Preschoolers, and Students Contact: Del Hart 717.772.1114/dehart@pa.gov dbchildcount@pattan.net	January 23, 2020
Gifted Education Update Contact: Shirley Moyer 717.705.5186/shirmoyer@pa.gov Amy Davis 412.394.4193/adavis@aiu3.net Patrice Semicek 610.755.9483/psemicek@mciu.org	February 13, 2020
2019-2020 School Year Restraint Information System Collection Tracking and Training—Third Quarter Reporting Window Contact: Keith Focht 717.783.6921/kfocht@pa.gov Pat Haglund 814.662.2662/phaglund@pa.gov	February 13, 2020
Individuals with Disabilities Education Act: State Regulations that Exceed Federal Requirements Contact: Lisa Irgang 215.379.1023/lirgang@pa.gov	March 10, 2020
2019-2020 School Year Restraint Information System Collection Tracking and Training—Fourth Quarter Reporting Window Contact: Keith Focht 717.783.6921/kfocht@pa.gov	July 10, 2020
Bureau of Special Education (BSE) Spring 2020 Bulletin Contact: Lisa Irgang 215.379.1023/lirgang@pa.gov	July 27, 2020
Approved Private School and Chartered School for the Deaf and the Blind Preliminary Deductions Contact: Jessica Burkey 717.783.6906/jeburkey@pa.gov	July 31, 2020
2020-21 Special Education Compliance Monitoring Schedule Contact: Kelli Franklin franklin@pa.gov	August 5, 2020
Pennsylvania's Individuals with Disabilities Education Act (IDEA) Part B 2020—Determinations Notification Contact: Amy Pastorak 717.772.3500/apastorak@pa.gov	August 5, 2020
Reporting of Expenditures Relating to Exceptional Students Contact: Del Hart 717.772.1114/dehart@pa.gov ra-edseact16@pa.gov	August 17, 2020
2020-21 School Year Restraint Information System Collection Tracking and Training—First Quarter Reporting Window Contact: Keith Focht 717.783.6921/kfocht@pa.gov	September 1, 2020

<i>Title</i>	<i>Date Sent</i>
Contingency Funds for Extraordinary Expenses Contact: Janette Fulton 717.425.5442/janfulton@pa.gov	September 1, 2020
Pennsylvania Alternate System of Assessment (PASA): New 2020-21 Assessment Vendor and Training Announcement Contact: Ron Logan rloganpattankop.net	September 4, 2020
2020-21 School-Based ACCESS Program Statewide Training Sessions Contact: Sharon Kennedy/skennedy@pattan.net	September 4, 2020
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 1 Exit) Contact: Hillary Mangis/hmangis@pattan.net Jacki Lyster/jlyster@pattan.net	September 15, 2020
2020-21 Gifted Compliance Monitoring Schedule Contact: Shirley Moyer 717.705.5186/shirmoyer@pa.gov	September 16, 2020
Indicator 13: What LEAs Need to Know for Compliance Monitoring for Continuous Improvement (CMCI) Contact: Hillary Mangis/hmangis@pattan.net	September 16, 2020
2020-21 Inclusive Programming Opportunities through Mikayla's Voice Contact: Rita Cheskiewicz 570.690.7113/ritamikaylasvoice.org Kimberly Resh 610.746.2324/kimmikaylasvoice.org	October 6, 2020
2020-21 School Year Restraint Information System Collection Tracking and Training—Second Quarter Reporting Window Contact: Keith Focht 717.783.6921/kfocht@pa.gov	October 26, 2020
Training in Response to Recent Changes by the Federal Office of Special Education Programs Contact: Del Hart 717.772.1114/dehart@pa.gov Karen Weaver 412.826.6842/kweaverpattanpgh.net	November 12, 2020
Special Education Plan Information for Phase 3 School Districts Contact: Amy Deluca 717.736.2650/amdeluca@pa.gov	November 19, 2020
Gifted Education Update Fall 2020 Contact: Shirley Moyer 717.705.5186/shirmoyer@pa.gov Amy Davis 412.394.4193/amy.davis@aiu3.net Patrice Semicek 610.755.9483/psemicek@mciu.org	December 7, 2020
Revision to Act 26 Transition and Work Experience Data Collection Contact: Dan Ficca 717.787.5745/c-dficca@pa.gov	December 11, 2020
State Performance Plan Data Requirements—Postsecondary School Survey (Cohort 1 Exit) Contact: Hillary Mangis/hmangis@pattan.net Jacki Lyster/jlyster@pattan.net	January 8, 2021
2020-21 Annual Deaf-Blind Child Count for Infants, Toddlers, Preschoolers, and Students Contact: Del Hart 717.772.1114/dehart@pa.gov	January 22, 2021
Review of Enrollments in the Approved Private School Electronic Management (APSEM) System Contact: Jessica Burkey 717.783.6906/jeburkey@pa.gov	February 10, 2021

3. Bureau of Career & Technical Education

- Guidelines for Administrator: How to Comply with Federal and State Laws and Regulations
- Sample Training Agreement for Cooperative Education PDE-4555
- Sample Training Plan for Cooperative Education PDE-4617
- Sample Training Plan for Cooperative Education PDE-4617A
- Pennsylvania Cooperative Education Association—State and Federal Child Labor Laws, Instructional Resources and Sample Forms
- Child Labor Act
- Prohibited Occupations Under the Child Labor Act
Contact: Jean Kelleher (717-736-7652)
- Application for Approval of Nurse Aide Training and Competency Evaluation Program
Contact: Sheri Weidman (717-772-4868)
- A Guide to Student Occupational Competency Testing

-
- Student Occupational Competency Testing in Pennsylvania
Contact: Kevin Springman (717-783-6623)
 - Professional Personnel Development Centers Grants
Contact: Ashley Hoke (717-783-6867)
 - Perkins Local Plan Funding Guidelines Title I Carl D. Perkins Career and Technical Education Improvement Act of 2006 P.L. 109-270
Contact: Monique Burton (717-346-3188)
 - GEERS Career and Technical Education Guidelines
Contact: Monique Burton (717-346-3188)
 - CATS Secondary Program Approval Instructions
 - Career & Technical Education Secondary POS Pathways
 - Annual Educational and Occupational Objectives for Students Enrolled in a Secondary Career and Technical Education Approved Program
 - Approved Secondary Program and Industry Credential Search

- Sample Scope and Sequence (PDF)
Contact: Jean Kelleher (717-783-6962)
 - Occupational Competency Assessment Policy Manual
Contact: Beth Marshall (717-783-6860)
 - Child Development Laboratory Procedures Guidelines
 - CDA-Ready Verification Form
 - CDA-Ready Certificate Documentation, Preschool
 - CDA-Ready Certificate Documentation, Infant/Toddler
 - Family and Consumer Sciences Education
Contact: Jean Kelleher (717-783-6962)
 - Industry-Recognized Credentials for Career and Technical Education Programs: Resource Guide
Contact: Beth Marshall (717-783-6860)
 - Career and Technical Student Organizations of PA
Contact: Jean Kelleher (717-783-6962)
 - Self-Study Booklet for Compliance Review for Approval of a Nurse Aide Training and Competency Evaluation Program
Contact: Sheri Weidman (717-772-4868)
 - Perkins Statewide Articulation Agreement
 - Student Documentation Coversheet for Programs of Study Articulation Agreements
Contact: Vacant (717-783-6859)
 - Final Expenditure Reports
Contact: Monique Burton (717-346-3188)
 - Competitive Equipment Grants
Contact: Monique Burton (717-346-3188)
- Effective Practices for Occupational Advisory Committees
- Establishing & Operating Effective Local Advisory Committees
 - Establishing & Operating Effective Occupational Advisory Committees
Contact: Jean Kelleher (717-783-6962)
 - Supplemental Equipment Grant
Contact: Janelle Smith (717-783-6990)

4. Bureau of School Support

a. Division of Planning and Professional Development

- Act 48 Professional Education Plan Guidelines, March 2007
Contact: Kraig Kiehl (717-783-4307)
- Act 48 Approved Provider Guidelines, September 2013
Contact: Kraig Kiehl (717-783-4307)
- Induction Plan Guidelines, September 2013
Contact: Kraig Kiehl (717-783-4307)

b. Division of Student Services

- Education Leading to Employment and Career Training Monthly Attendance Instructions
- Education Leading to Employment and Career Training Guidelines
Contact: Carmen Medina (717-783-6466)

5. Safe Schools Office

Contacts

- Alternative Education for Disruptive Youth
Contact: John Esposito (717-705-3771)
- Commonwealth Student Assistance Program Training System Handbook: Guidelines, Monitoring Procedures, Standards and Core Competencies, and Related Information
Contact: Joe Loccisano (717-346-4253)

- Compulsory Attendance and Truancy Elimination Plan
Contact: Joe Loccisano (717-346-4253)
- School Attendance Improvement and Truancy Reduction Toolkit
Contact: Joe Loccisano (717-346-4253)
- Model Dating Violence Policy
Contact: Joe Loccisano (717-346-4253)
- Model Youth Suicide Awareness and Prevention Policy
Contact: Joe Loccisano (717-346-4253)
- Basic Education Circular Alternative Education for Disruptive Youth
Contact: John Esposito (717-705-3771)

Documents

- Safe Schools Grants (on PDE website)
- Preparedness of Pennsylvania Educators to Recognize and Respond to Trauma (Penn Link—5/17/2021)
- An Administrator's Guide to Developing a Safety Plan for Students Who May Be Bullied (Public Document—5/24/2021)
- Act(s) 57-110 (Public Document—5/12/2021)
- A Multi-tiered Approach to Bullying Prevention (Public Document—3/8/2021)
- Pennsylvania's Student Assistance Program—FAQ and Best Practices Responses (Public Document—3/8/2021)
- PA Career Ready Skills and Career Education and Work Integration Tool (Public Document—2/21/2021)
- Alcohol and Other Drug Guide (Public Document—11/12/2020)

6. School Services Office

Contacts

- Access to Secondary Students
Contact: Thomas Dubbs (717) 214-8212
- Background Checks (Act 114)
Contact: Lilian Uzokwe (717-787-3750)
- Child Labor Laws and Employment of Minors
Contact: April Queeley (717-783-4860)
- Days Schools Not to be Kept Open
Contact: Monica Washington (717-783-6746)
- Emergency School Closings
Contact: April Queeley (717-783-4860)
- Enrollment of Students
Contact: Fianne van Schaaik (717-783-6610)
- Foreign Student's Eligibility for Enrollment
Contact: Fianne van Schaaik (717-783-6610)
- Graduation of Seniors
Contact: Fianne van Schaaik (717-783-6610)
- Home Education Program
Contact: Thomas Dubbs (717-214-8212)
- School Services Programs on PDE Website
 - Disclosure of Interscholastic Athletic Opportunities Survey
 - Opportunity Scholarship Tax Credit Program
 Contact: Thomas Dubbs (717-214-8212)

Documents

- Basic Education Circulars (BECs)—Current collection of Pennsylvania Department of Education guidance statements on state and federal basic education laws and regulations. These guidance statements cover several areas of the School Code within Title 24 of *Purdon's Statutes*, Articles 1—25, and State Board of Education Regulations—Title 22 of the *Pennsylvania Code*, Chapters 1—23, 342 and 349, and other state

and federal laws and regulations. Topics include among others: Access to Secondary Students—Enrollment of Students—Emergency School Closings—Home Education Programs—Special Education—Payments for Education—Graduation of Seniors—School Construction—Safe Schools—Copyright Law—Commissions—Instructional Time. (Link to BECs: http://www.education.state.pa.us/portal/server.pt/community/basic_education_circulars/7497)

Contact: Thomas Dubbs (717-214-8212)

- Flexible Instructional Days (FID) application deadline and extension (Penn Link—5/26/2021)
- School Reconfiguration (Penn Link—5/7/2021)
- 2021-22 SY Flexible Instructional Day (FID) Application Announcement (Penn Link—3/29/2021)
- Home Education and Private Tutoring Guide (Public Document—5/24/2021)
- Flexible Instructional Days (FID) Survey and Email Request (Public Document—4/28/2021)
- 2021-22 SY Flexible Instructional Days (FID) Guidance Considerations (Public Document—3/29/2021)

B. Office of Child Development and Early Learning

1. Pennsylvania Pre-K Counts

Pennsylvania Pre-K Counts Statute, Regulations and Guidelines, Effective July 1, 2022.

Contact: Deborah C. Wise (717-787-7489)

Announcement: Changes to Legal Entity Information—PKC 20-# 001, issued November 3, 2020.

Contact: Deborah C. Wise 717-787-7489

Announcement: Budget Revision and Funding Adjustment Clarifications—PKC 20-# 002, issued November 10, 2020, Updated March 8, 2022.

Contact: Deborah C. Wise 717-787-7489

Announcement: Monitoring Coordination Across Dully Licensed Programs and Programs with PA Pre-K Counts and Head Start Supplemental Assistance Programs—DS 21-01, issued February 2, 2021.

Contact: Deborah C. Wise 717-787-7489

Announcement: PA PKC and HSSAP Continuation Grant and Budget Protocol—PKC 22-# 003, issued April 17, 2022.

Contact: Deborah C. Wise 717-787-7489

2. Head Start Supplemental Assistance Program

Announcement: Changes to Legal Entity Information—HSSAP 20-# 001, issued November 3, 2020.

Contact: Deborah C. Wise 717-787-7489

Announcement: Budget Revision and Funding Adjustment Clarifications—HSSAP 20-# 002, issued November 10, 2020, Updated March 8, 2021.

Contact: Deborah C. Wise 717-787-7489

Announcement: Monitoring Coordination Across Dully Licensed Programs and Programs with PA Pre-K Counts and Head Start Supplemental Assistance Programs—DS 21-01, issued February 2, 2021.

Contact: Deborah C. Wise 717-787-7489

Announcement: HSSAP Program Planning Post-Pandemic and Options for Remote Learning—HSSAP 21-# 001, issued June 16, 2021, updated September 28, 2021, updated November 8, 2021.

Contact: Deborah C. Wise 717-787-7489

Announcement: PA PKC and HSSAP Continuation Grant and Budget Protocol—PKC 22-# 003, issued April 17, 2022.

Contact: Deborah C. Wise 717-787-7489

3. Early Intervention Services

Early Intervention Special Education Plan Guidelines
Contact: Lisa Parker (717-214-7130)

- State Early Intervention, Fiscal Guidelines
Contact: Brian Bell (717-214-7130)

- Certificate of Competency—COC EI Standards for PS EI Private Providers applications and renewal instructions
Contact: Lisa Parker (717-214-7130)

• EI-07 # 12	PA Pre-K Counts and Early Intervention Working Together	10/24/2007
• EI-08 # 03	Extent and Duration of Early Intervention Programs for Preschoolers, Including Services During Scheduled Breaks in Their Programs	04/16/2008
• EI-08 # 09	Early Intervention Special Education Plan Review Notice (EI SEPRN)	08/18/2008
• EI-09 # 17	Qualifications for Individuals to Provide Speech-Language Pathology Services in Early Intervention and the Requirements for Billing	10/05/2009
• EI-09 # 19	Transition of Preschool Children to School Age Programs	10/20/2009
• EI-10 # 02	Release of Information	01/29/2010
• EI-10 # 06	Funding Responsibilities for Early Intervention Services For Children at Kindergarten Age	05/18/2010
• EI-10 # 07	Paraprofessional Qualifications	06/15/2010
• EI-10 # 08	Amended Behavior Supports for Young Children	10/25/2010
• EI-11 # 01	IDEA Early Intervention Complaint Procedures	06/01/2011
• EI-11 # 02	ACT 24 of 2011 Implementations—PELICAN Data Moratorium	08/01/2011
• EI-11 # 03	Early Intervention Annual Data Review	10/27/2011
• EI-12 # 01	Screening, Evaluation and Assessment in Early Intervention	04/11/2012
• EI-12 # 03	Confidentiality, Parent Consent and Surrogate Parents	04/11/2012
• EI-12 # 07	Collecting and Reporting Child Outcome Data in Infant/Toddler and Preschool Early Intervention Programs	10/26/2012

• EI-12 # 08	Local Determination Process	10/26/2012
• EI-12 # 09	Public Participation Requirements under the Individuals with Disabilities Education Act	10/26/2012
• EI-13 # 01	Transition of Toddlers to Preschool or Other Community Services	01/30/2013
• EI-13 # 03	Session Notes	04/26/2013
• OCDEL-13 # 01	Children Experiencing Homelessness	05/09/2013
• EI-13 # 06	Children who Have a Hearing Loss	08/01/2013
• EI-13 # 07	Positive Behavior Support	08/29/2013
• EI-13 # 08	Eligibility for Infant/Toddlers and Preschool Early Intervention Inclusion of All	12/13/2013
EI-17 # 01	Childhood Program in Pennsylvania Reduction of Expulsion and Suspension in	07/01/17
EI-17 # 02	Early Childhood Programs in Pennsylvania	07/01/17
EI-20 # 01	EI Special Education Plan Revision Notice	01/31/2020
EI-20 # 03	EI Service Delivery: Coaching Across Settings-PA I/T and Preschool EI Program Leaders	11/30/2020
EI-21 # 03	Recommendations for Infants, Toddlers and Preschool-Age Children Who are Deaf or Hard of Hearing 11/29/21 EI-22 # 01 Lead Exposure in Infants/Toddlers and Preschoolers Contact: Lisa Parker (717-214-7130)	4/19/22

4. Pennsylvania Kindergarten Entry Inventory

Penn*Links

2014: Required Use of Kindergarten Entry Inventory (Focus and Priority Schools), issued April 2, 2014.

Contact: Maryanne Olley 717.214.8434

2015: Kindergarten Entry Inventory—Cohort 2, issued February 16, 2015.

Contact: Maryanne Olley 717.214.8434

2016: Kindergarten Entry Inventory—Cohort 3, issued February 17, 2016.

Contact: Maryanne Olley 717.214.8434

2017: Kindergarten Entry Inventory—Cohort 4, issued February 7, 2017.

Contact: Maryanne Olley 717.214.8434

2018: Kindergarten Entry Inventory—2018-2019 school year, issued February 7, 2018.

Contact: Maryanne Olley 717.214.8434

2019: Kindergarten Entry Inventory—2019-2020 school year, issued February 11, 2019.

Contact: Maryanne Olley 717.214.8434

2020: Kindergarten Entry Inventory—2020-2021 school year, issued February 7, 2020.

Contact: Maryanne Olley 717.214.8434

2021: Kindergarten Entry Inventory—2021-2022 school year, issued February 7, 2021.

Contact: Maryanne Olley 717.214.8434

2022: Kindergarten Entry Inventory—2022-2023 school year, issued February 10, 2022.

Contact: Maryanne Olley 717.214.8434

C. Office of Administration

1. Data Quality Office

PDE Data Access and Use Policy

Contact: Dave Ream (717-783-6698)

• Pennsylvania Department of Education Student Data Access and Use Policy	11/2017
• Agreement to Conduct a Study Using De-Identified Unit Level Data from the Pennsylvania Information Management System (PIMS)	06/2017
• Agreement to Conduct a Study Using Unit Level Data from the Pennsylvania Information Management System (PIMS)	06/2017
• Research Agenda, Research Requests, PDE Published Research Reports: Contact: Julie Patton (717-346-1085)	
• Pennsylvania Department of Education Research Agenda	04/2022
• PDE Published Research Reports: Full Report: Investigating the Differential Academic Outcomes of Career and Technical Education (CTE) Students in Pennsylvania (PA) Secondary Schools (PDF)	10/2021
• Research Brief: Investigating the Differential Academic Outcomes of Career and Technical Education (CTE) Students in Pennsylvania (PA) Secondary Schools (PDF)	10/2021

- Full Report: Trauma-informed Survey of PA Educators: To What Extent Are PA Educators Prepared to Recognize And Respond to Students Impacted By Trauma or Distress, Including Trauma/Distress Related to COVID-19 (PDF) 09/2021
- Full Report: Trends in Student Enrollment: How Does Kindergarten Through Grade 2 Enrollment in Pennsylvania During the 2020-21 School Year Compare to Previous School Years? (PDF) 09/2021
- Attrition of K—12 STEM Teachers in Pennsylvania: From 2011/2012 to 2017-2018 (PDF) 06/2019
- The Effects of Charter Schools on Student Outcomes in Pennsylvania—Research Brief (PDF) 06/2019
- The Effects of Charter Schools on Student Outcomes in Pennsylvania—Full Report (PDF) 06/2019
- Attrition of Newly Recruited K—12 Teachers in Pennsylvania: From 2011/2012 to 2017/2018—Research Brief (PDF) 10/2019
- Attrition of Newly Recruited K—12 Teachers in Pennsylvania: From 2011/2012 to 2017/2018—Full Report (PDF) 10/2019
- The Effects of High School Students' STEM Course-Taking Patterns on their Postsecondary Trajectories and the Factors that Influence the Availability of High-Quality STEM Education in PA Schools—Research Brief (PDF) 11/2019
- The Effects of High School Students' STEM Course-Taking Patterns on their Postsecondary Trajectories and the Factors that Influence the Availability of High-Quality STEM Education in PA Schools—Full Report (PDF) 11/2019
- The Identification of the Benefits of Mathematics, Rigorous Course Taking as Defined by the Pennsylvania Department of Education (PDE) and Student Assessment Scores in Students' Future Educational Attainment—Research Brief (PDF) 11/2019
- The Identification of the Benefits of Mathematics, Rigorous Course Taking as Defined by the Pennsylvania Department of Education (PDE) and Student Assessment Scores in Students' Future Educational Attainment—Full Report (PDF) 11/2019
- The Roots and Fruits of Positive School Climate—Research Brief (PDF) 01/2020
- The Roots and Fruits of Positive School Climate—Full Report (PDF) 1/2020
- Adult Education Engagement, Student Knowledge Gains and Future Educational Attainment—Research Brief (PDF) 9/2020
- Adult Education Engagement, Student Knowledge Gains and Future Educational Attainment—Full Report (PDF) 9/2020
- Identification of the Association Between Participation in PA's Early Intervention Program and Student Outcomes—Research Brief (PDF) 9/2020
- Identification of the Association Between Participation in PA's Early Intervention Program and Student Outcomes—Full Report (PDF) 9/2020
- PDE Data Request Process: 4/25/2018
 - Letter of Intent 4/25/2018 03/11/2019
 - Institutional Review Board (IRB) Application for full PDE IRB Review: 11/2017
 - Data Request Process
- Pennsylvania Department of Education Institutional Review Board (IRB)
Contact: Dave Ream (717-783-6698)
- PAsecureID Guidelines and Directions:
Contact: Dave Ream (717-783-6698)
- Editing/Updating Student Records in PAsecureID 02/2016
- PAsecureID—Creating a Student Batch File 2017-18
- Race Ethnicity Guidelines 2010-11
- PAsecureID—Resolving Near Matches 09/2016
- Who Reports Whom 02/28/08
- Pennsylvania Information Management System User Manual, Vol 1 and 2, 2020-21
Contact: Dave Ream (717-783-6698)
- Elementary/Secondary Data Collection Calendar, 2020-21
Contact: Ashley McCann (717-783-4414)
- Pennsylvania Information Management System (PIMS) Data Sets How-To Guides and Training Documents:
Contact: Ashley McCann (717-783-4414)
- Assessment Data Set 10/2019
- Career Standards Benchmark Data Set 02/2021
- Course/Instructor Data Set 03/2021

• October Student Data Set	08/2019
• October Staff Data Set	10/2019
• Special Education Data Set	11/2019
• Graduation Dropout Cohort Data Set	09/12/18
• PIMS Data Attribution Rules	03/2019
• Pennsylvania Value-Added Assessment System (PVAAS) Data Set	11/2019
• Pennsylvania Educator Effectiveness Rating System (PEERS)	11/2019
• PIMS Adult and Secondary Career and Technical Education (CTE) Data Set	05/2021
• Adult CTE Follow-up Survey Example	2020-21
• Adult CTE Follow-up Letter Example	2020-21
• Secondary CTE Follow-up Survey Example	2020-21
• Secondary CTE Follow-up Letter Example	2020-21
• Pennsylvania Information Management System (PIMS) Technical Resource Documents: Contact: Dave Ream (717-783-6698)	
• eScholar Data Manager (eDM) Application User's Guide 2007	
• eScholar Guide to Extracting Data 2006	
• eScholar Guide to Manipulating Data 2007	
• Education Names and Addresses (EdNA) User Manual Contact: Dave Ream (717-783-6698)	07/2020
• Private and Nonpublic Enrollment Instructional Manual, Contact: Ashley McCann (717-783-4414)	2018-19
• PIMS Postsecondary Perkins CTE Collections Contact: Ashley McCann (717-783-4414)	
• 2019-20 PIMS Postsecondary Perkins User Manual, Volume 1	06/2020
• 2019-20 PIMS Postsecondary Perkins User Manual, Volume 2	06/2020
• Pennsylvania Information Management System Postsecondary Perkins Sample File Instructions Contact: Dave Ream (717-783-6698)	06/2019

2. Bureau of Budget and Fiscal Management

- Planning and Construction Workbook (Forms Used to Apply for Commonwealth Reimbursement for a School Construction Project)
Contact: Jesse Fry (717-787-5993)
- Charter School Lease Reimbursement Program
Contact: Patti Garman-Scott (717-787-5993)
- Pennsylvania Community Colleges Capital Funding Framework—2021-22
- Application for State Assistance for Construction of Community College Facilities
Contact: Naomi Rudisill (717-787-5993)
- Instructions for Reporting Child Accounting Data
- Instructions for Reporting Pupil Transportation Data
- Instructions for Charter Schools to Request Subsidy Withholding from School Districts
Contact: Benjamin Hanft (717-787-5423)
- Out-of-State Special Education Placements Approval and Reimbursement (jointly with the Bureau of Special Education)
Contact: Benjamin Hanft (717-787-5423)
- COVID-19 Related Pupil Transportation Subsidy Changes for School 2020-21
Contact: Ben Hanft (717-787-5423)
- Standard Contract for Food Service Management Services
Contact: Amanda Dakan (717-787-7698) or (1-800-331-0129)

- Basic Education Circular 24 P.S. Section 7-707, Sale or Lease of Unused and Unnecessary Lands and Buildings
- Basic Education Circular 24 P.S. Section 7-733, School Construction Reimbursement Criteria
- Basic Education Circular 24 P.S. Section 7-775, Department Approval of School Buildings, Equipment and Premises Leased for Educational Purposes by School Districts Except School Districts of the First Class
- Basic Education Circular 24 P.S. Section 25-2574, Reimbursement for School Construction Bond Issues
- Basic Education Circular 22 Pa. Code Section 349.28, Subsidy Payments on Closed School Buildings
Contact: Jesse Fry (717-787-5993)

D. Office of Commonwealth Libraries

1. Bureau of State Library

- Revised Classification Scheme for Pennsylvania State Publications, 2020
Contact: Mary Spila (717-783-3884)
- Rare Books Expenditure Guidelines, 2006
Contact: Michael Lear (717) 783-5982
- Disaster Response and Recovery Manual
Contact: Michael Lear (717-783-5982)
- State Library of Pennsylvania Collection Development Policy
Contact: Sarah Greene (717-783-5968)

2. Bureau of Library Development

- 2015 Pennsylvania Library Statistics, 2017
- 2016 Public Library Statistics, 2018

- 2017 Public Library Statistics, 2019
 - 2018 Public Library Statistics, 2020
 - 2019 Public Library Statistics, 2021
 - Getting on Board: Tools for Board Development and Assessment, 2011
 - Continuing Education Guidelines for Public Library Staff, 2021
 - Guidelines for Negotiating Agreements for District Library Center Services, 2017
 - Guidelines for Statewide Library Card System, 2019
 - Guidelines for Library Services for Older Pennsylvanians, 2012
 - Guidelines for Distribution of State Aid by Pennsylvania public Library Systems, 2010
 - Guidelines for Youth Services in Pennsylvania's Public Libraries, 2009
 - Library Service and Technology Act Five-Year State Plan—Federal Fiscal years: 2018—2023, 2017
 - Measuring Up To Standards Findings: The Impact of School Library Programs and Information Literacy in Pennsylvania Schools, 2000
 - Pennsylvania Guidelines for School Library Programs, 2019
 - Pennsylvania Interlibrary Loan Guidelines, 2019
 - Pennsylvania Interlibrary Loan Procedures Manual, 2011
 - Pennsylvania Library Accounting Manual, 2018
- Contact: Matthew Spiegel (717-783-5738)

E. Office of Postsecondary and Higher Education

1. Bureau of School Leadership and Teacher Quality

- Pennsylvania Department of Education Application and Instructions for Professional Educator (Includes background information, application forms, and directions)
- Contact: Kerry Helm (717-772-4508)

- Application Booklets (Revised May 2001)
 - Applicant Prepared Outside of Pennsylvania (Revised 1/11)
 - Emergency Permits and Act 97 Waivers (Revised 1/11)
 - Letter of Equivalency for Master's Degree (Revised 7/10)
 - Applicant Prepared In Pennsylvania (Revised 7/10)
 - Professional Educator Certificate (Revised 6/08)
 - Letter of Equivalency for Master's Degree (Issued 3/00)
 - Letter of Equivalency for Bachelor's Degree (Issued 3/00)
 - Application information and form
 - Letter of Equivalency with seal
 - Emergency Permit with seal (Issued 3/00)
 - Private School Certificate Application (Revised 6/11)
 - Requirements of Act 48 of 1999
 - Application for Voluntary Inactive Certification (Form 338R)
 - Approval notice for Voluntary Inactive Certification
 - Application for Removal of Voluntary Inactive Certification (Form 338R2)
 - Approval notice for Removal of Voluntary Inactive Certification
 - Four and five-year notices for educators and school entities
 - Informational Handout: Important Information About Your Certificate (Revised 6/02)
- Contact: Kerry Helm, 717-772-4508

2. Bureau of Postsecondary and Adult Education

a. Division of Law Enforcement Education and Private License Schools

- Records Accessibility Policy for Closing/Closed Degree Granting Institutions

- Substantive Change Policy for Degree Programs
- AP 176 Instructions for Preparing the Private Licensed Schools Contract Bond

Contact: Nicole Campbell (717-787-4313)

3. Miscellaneous

- Guidelines for the Establishment of Public Community Colleges in Pennsylvania
- Guidelines for the Establishment of the Rural Regional College

Contact: Michael Dotts (717-705-7787)

- Procedures and Guidance Related to the Transfer and Articulation Oversight Committee and the Statewide College Credit Transfer System
- 30-Credit Transfer Framework and Framework Equivalency Standards
- Statewide Program-to-Program Articulation Agreements
- Pennsylvania Transfer and Articulation Center (PA TRAC) website

Contact: Lynette Kuhn (717-787-4313)

- Horace Mann Bond-Leslie Pinckney Hill Scholarship Program Guidelines

Contact: Kimberly McCurdy (717-787-4313)

- Technical College Programs Guidelines

Contact: Tanya I. Garcia (717-787-4313)

- Application Guidelines for Community Education Councils

Contact: Michael Dotts (717-705-7787)

- Pennsylvania Information Management System Postsecondary Guidelines for Unit Level Data Collection
- Pennsylvania Information Management System Postsecondary Data Collection Opt Out Policy
- 2019-20 PIMS PERKINS MOE Manual for Community Colleges
- Guidelines for Annual Student Loan Summary Notification

Contact: Michael Dotts (717-705-7787)

III. DECISIONS

A. State Charter School Appeal Board

- Vitalistic Therapeutic Center Charter School (Bethlehem Area SD) CAB # 1999-6
- William Bradford Academy Charter School (Keystone Oaks SD) CAB # 1999-8
- Wonderland Charter School (State College Area SD) CAB # 1999-3
- Sugar Valley Rural Charter School (Keystone Central SD) CAB # 1999-4
- Phoenix Academy Charter School (Phoenixville Area SD) CAB # 1999-10
- Hills Academy Charter School (Penn Hills SD) CAB # 1999-12
- Collegium Charter School (West Chester Area SD) CAB # 1999-9
- Vitalistic Therapeutic Center Charter School (Allentown City SD) CAB # 1999-5
- Shenango Valley Regional Charter School (Hermitage and Sharon City SD) CAB # 1999-11
- Ronald G. Brown Charter School (Harrisburg City SD) CAB # 1999-1
- Edith & Eloise Academy (Steel Valley and Pittsburgh School Districts) CAB # 1999-13
- Creative Educational Concepts Charter School (Chester Upland SD) CAB # 1999-15
- Souderton Charter School Collaborative (Souderton Area SD) CAB # 1999-2

- Bucks County Montessori Charter School (Pennsbury SD) CAB # 1999-7
- Environmental Charter School (Palisades SD) CAB # 1999-14
- W.E.B. Dubois Charter School (Philadelphia SD) CAB # 2000-10
- William Bradford Academic Charter School (Philadelphia SD) CAB # 2000-1
- Dimensions of Learning Academic Charter School (Philadelphia SD) CAB # 2000-7
- Rising Sun Academy Charter School (Philadelphia SD) CAB # 2000-4
- Leadership Learning Partners Charter School (Philadelphia SD) CAB # 2000-8
- Delaware Valley High Charter School (Philadelphia SD) CAB # 2000-5
- Lincoln-Edison Charter School (York SD) CAB # 2000-11
- Independence Charter School (Philadelphia SD) CAB # 2000-2
- Kematic Institute Charter School (Philadelphia SD) CAB # 2000-6
- Genesis Charter School (Philadelphia SD) CAB # 2000-9
- Legacy Charter School (Council Rock SD) CAB # 2000-14
- Lehigh Valley Academy Regional Charter School (Bethlehem Area SD) CAB # 2000-12
- Lehigh Valley Academy Regional Charter School (Saucon Valley SD) CAB # 2000-13
- Vitalistic Therapeutic Center Charter School (Bethlehem Area SD) CAB # 2000-15
- Dr. Lorraine K. Monroe Academy Charter School (Millcreek Township SD) CAB # 2000-16
- Learning Connection Charter School (Chester Upland SD) CAB # 2001-1
- Renaissance Academy of Pittsburgh, Alternative of Hope Edison Charter School (SD of Pittsburgh) CAB # 2001-2
- Elan Charter School (Pennsbury SD) CAB # 2001-3
- Ricci J. Hausley Charter School (Philadelphia SD) CAB # 2001-4
- Thurgood Marshall Charter School (Wilkes-Barre SD) CAB # 2001-5
- Phoenix Charter School (Philadelphia SD) CAB # 2001-6
- Penn Hills Charter School (Penn Hills SD) CAB # 2001-7
- David P. Richardson Charter School (Philadelphia SD) CAB # 2001-8
- Fell Charter School (Carbondale Area SD) CAB # 2001-9
- Graystone Academy Charter School (Coatesville Area School District) CAB # 2002-1
- Infinity Charter School (Central Dauphin School District) CAB # 2002-4
- Einstein Academy Charter School (Morrisville Borough School District) CAB # 2002-6
- Wonderland Charter School (State College Area School District) CAB # 2002-7
- Lincoln-Edison Charter School (School District of the City of York) CAB # 2002-03
- Montessori Regional Charter School (Millcreek Township School District) CAB # 2002-05
- Einstein Academy Charter School (Morrisville Borough School District) CAB # 2002-06
- Wonderland Charter School (State College Area School District) CAB # 2002-07
- Propel Charter School (Steel Valley School District) CAB # 2003-01
- Bear Creek Community Charter School (Wilkes-Barre School District) CAB # 2003-03
- Bucks County Montessori Charter School (Pennsbury School District) CAB # 2003-04
- Propel Charter School (McKeesport Area School District) CAB # 2004-01
- Bear Creek Community Charter School (Wilkes-Barre Area School District) CAB # 2004-2
- Propel Montour Charter School (Montour School District) CAB # 2004-03
- Sugar Valley Rural Charter School (Keystone Central SD) CAB # 2004-04
- Pocono Mountain Math Science & Technology Charter School (Pocono Mountain SD) CAB # 2004-05
- Propel Charter School-East (Penn Hills SD) CAB # 2005-01
- Propel Charter School-East (Woodland Hills SD) CAB # 2005-02
- Lincoln Charter School (SD of the City of York) CAB # 2005-03
- Lehigh Valley Academy Regional C.S. (Bethlehem ASD) CAB # 2005-04
- Arts & 3 R's Inc. (Wyoming Valley West SD) CAB # 2005-05
- Lehigh Valley Academy Regional C.S. (Saucon Valley SD) CAB # 2005-06
- Vitalistic Therapeutic C.S. (Bethlehem SD) CAB # 2005-07
- Ronald H. Brown Charter School (Harrisburg City School District) CAB # 2005-08
- Voyager Charter School (Garnet Valley School District) CAB # 2005-09
- City College Prep Charter School (Pittsburgh School District) CAB # 2006-01
- Career Connections Charter Middle School (Pittsburgh School District) CAB # 2006-03
- Propel Montour (Montour School District) CAB # 2006-04
- Family Choice (Towanda, Wyalusing & Northeast Bradford) CAB # 2006-05
- Propel Charter School Duquesne (Duquesne School District) CAB # 2006-06
- Education Innovations Lab Charter School (Pittsburgh School District) CAB # 2007-01
- RAPA (Pittsburgh Public School District) CAB # 2007-03
- Fell Charter School (Carbondale Area School District) CAB # 2007-04
- Environmental School in Frick Park (School District of Pittsburgh) CAB # 2007-05
- Capital Academy Charter School (Harrisburg School District) CAB # 2007-02
- Family Choice Charter School (Towanda and Northeast Bradford School Districts) CAB # 2007-06
- Lincoln Charter Middle School (School District of the City of York) CAB # 2008-01
- IDEA Cyber Charter School, CAB # 2008-03
- The Lighthouse Cyber Charter School CAB # 2008-04
- Penn Johns Charter School (Conestoga Valley School District) CAB # 2008-05
- Germantown Settlement Charter School (Philadelphia School District) CAB # 2008-06
- Renaissance Charter School (Philadelphia School District) CAB # 2008-07
- Mt. Jewett Area Charter School for Academic Excellence (Kane Area School District) CAB # 2009-01
- Vida Charter School (Gettysburg Area and Hanover Public School Districts) CAB # 2009-02
- Propel Charter School—Sunrise (Woodland Hills School District) CAB # 2009-03

- Thomas Paine Charter School (Catasaugua and Northampton School Districts) CAB # 2000-04
- Montessori Regional Charter School (Millcreek Twp. And Erie School Districts) CAB # 2009-05
- *ASPIRA Bilingual Charter School v. Department of Education* CAB # 2009-06
- Sugar Valley Rural Charter School (Keystone Central School District) CAB # 2009-07
- Northside Urban Pathways Charter School (Pittsburgh Public School District) CAB # 2010-01
- Community Services Leadership Development Charter School (Pittsburgh Public School District) CAB# 2012-02
- Young Scholars of Western Pennsylvania Charter School (Baldwin Area School District) CAB # 2010-03
- Vitalistic Therapeutic Charter School (Bethlehem Area School District) CAB # 2010-04
- Valley Academy Charter School (Hazleton Area School District) CAB # 2010-05
- Leadership Academy for Math & Science (Pittsburgh, Woodland Hills & Penn Hills SDs) CAB 2011-01
- Pocono Mountain Charter School Appeal 3/16/11 Decision Not to Renew (Pocono Mountain School District) CAB 2011-02
- Baden Academy Charter School (Ambridge Area School District) CAB 2011-02
- Howard Gardner Multiple Intelligence Charter School (Scranton & Abington Heights School Districts) CAB 2011-04
- Community Academy of Philadelphia (Philadelphia School District) CAB 2011-05
- Lehigh Valley Academy Regional Charter School (Bethlehem School District) CAB 2011-06
- Chester Charter School for the Arts (Chester Upland School District) CAB 2012-02
- Pocono Mountain Charter School (Pocono Mountain School District) CAB 2010-06
- Graystone Academy Charter School (Coatesville Area School District) CAB 2012-01
- Washington Classical Charter School (Trinity Area School District) CAB 2012-05
- Roberto Clemente Elementary Charter School (Allentown School District) CAB 2012-10
- Steam Charter School of Harrisburg (Harrisburg School District) CAB 2012-11
- Career Connections Charter High School (School District of Pittsburgh) CAB 2012-12
- New Hope Academy Charter School (School District of the City of York) CAB 2012-13
- Duquesne Charter School (City of Duquesne School District) CAB 2013-01
- Propel Charter School—Hazelwood (School District of Pittsburgh) CAB 2013-02
- Discovery Charter School (School Reform Commission & School District of Philadelphia) CAB 2013-06
- Lehigh Valley Dual Language Charter School (Bethlehem Area School District) CAB 2013-07
- Bensalem Keystone Academy Charter School (Bensalem Township School District) CAB 2012-14
- Propel Charter School—West (Sto-Rox School District) CAB 2013-09
- Truebright Science Academy Charter School (School District of Philadelphia) CAB 2013-11
- Community Academy of Philadelphia Charter School (School District of Philadelphia) CAB 2013-12
- Young Scholars of McKeesport Charter School (McKeesport Area School District) CAB 2013-14
- Lehigh Valley Dual Language Charter School (Bethlehem Area School District) CAB 2013-15
- Allentown Engineering Academy Charter School (Allentown School District) CAB 2014-01
- MAST-Neshaminy Charter School (Neshaminy Township School District) CAB 2014-02
- Arts Academy Elementary Charter School (Allentown School District) CAB 2014-03
- Collaborative North Penn Charter School (North Penn School District) CAB 2014-05
- Provident Charter School (William Penn School District) CAB 2014-06
- Choices of William Penn Charter School (William Penn School District) CAB 2014-07
- Vision Academy Charter School (William Penn School District) CAB 2015-03
- Imani Education Circle Charter School (School District of Philadelphia) CAB 2014-08
- Insight PA Cyber Charter School (PA Department of Education) CAB 2015-01
- Penn Hills Charter School of Entrepreneurship (Penn Hills School District) CAB 2015-02
- *Education for New Generations Charter School v. North Penn School District* CAB 2013-10
- *New Castle Arts Academy Charter School v. New Castle Area School District* CAB 2014-14
- *Environmental Charter School at Frick Park v. School District of Philadelphia* CAB 2016-01
- *Spartanburg Community Charter School v. Corry Area School District* CAB 2016-02
- *Delaware Valley Charter High School v. School District of Philadelphia School Reform Commission* CAB 2016-06
- *Lehigh Valley Academy Regional Charter School v. Bethlehem Area School District and Saucon Valley School District* CAB 2016-14
- *I-LEAD Charter School v. Reading School District* CAB 2016-05
- *Gillingham Charter School v. Pottsville Area School District* CAB 2016-06
- *Fell Charter School v. Carbondale Area School District* CAB 2017-02
- *Khepera Charter School v. School District of Philadelphia* CAB 2018-01
- In re Application for Franklin Towne Charter Middle School CAB 2018-02
- *Catalyst Academy Charter School v. School District of Pittsburgh*, CAB 2018-03
- *Eastern University Academy Charter School v. School District of Philadelphia*, CAB 2019-04
- *Olney Charter High School v. School District of Philadelphia*, CAB 2019-05
- *Propel Charter Schools v. Department of Education*, CAB 2018-06
- *John B. Stetson Charter School v. School District of Philadelphia*, CAB 2019-06
- *Propel Charter Schools v. Department of Education*, CAB 2018-06
- *Olney Charter High School, an ASPIRA, Inc of Pennsylvania School v. School District of Philadelphia*, CAB 2019-05
- *John B. Stetson Charter School v. School District of Philadelphia*, CAB 2019-05
- *Career Tech Charter High School v. Pittsburgh School District*, CAB 2021-01
- *Universal Bluford Charter School v. Philadelphia School District*, CAB 2021-04

Contact: Sara Hockenberry/Mark Zaccarelli (717) 787-5500

B. Teacher Tenure Appeals

- *Patricia A. Gorman v. East Allegheny School District, No. 4-96*
- *In Re: Petition of Stroudsburg Area School District, No. 6-96*
- *Bridget E. Kelly v. Stroudsburg Area School District, No. 6-96A*
- *Joseph G. Cesari v. North Schuylkill School District, No. 2-96*
- *Deborah N. Collins v. Bethlehem Area Vocational-Technical School, Teacher No. 3-96*
- *Renee Czubowicz-Drouse v. Mid Valley School District, No. 6-95*
- *Margaret M. McMackin v. Pittsburgh School District, No. 8-95*
- *Wayne Sousa v. Palisades School District, No. 10-95*
- *James D. Holt v. Muncy Area School District and Board of Directors, No. 12-94*
- *Roland H. Holvey v. Northumberland County Area Vocational-Technical School, No. 13-94*
- *Sally Bollinger v. Curwensville Area School District and Board of School Directors, No. 9-94*
- *William Dopko, et al. v. Riverside Board of School Directors, No. 2-94*
- *Callie Anderson, et al. v. Board of Education of the School District of Philadelphia, No. 16-94*
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- *Joanne Henshaw v. Boyertown Area School District, No. 7-03*
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- Contact: Robert Tomaine (717) 787-5500
- C. Certification Appeal Committee**
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 - Andrew Igbineweka, Certification Appeal # 01-08
 - Frances Santiago, Certification Appeal # 01-09
 - Ronald Duska, Certification Appeal # 01-10
 - Kim Cuff, Certification Appeal # 01-11
 - John Hillard, Certification Appeal # 01-12
 - Gregory Williams, Certification Appeal # 01-13
 - Shirley Dickinson, Certification Appeal # 01-14
 - Mary Lamm, Certification Appeal # 01-15
 - Thomas Podpora, Certification Appeal # 01-16
 - Joseph Liberati, Certification Appeal # 01-17
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 - Dianne Hammett, Certification Appeal # 01-19
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 - Ronald Mihalko, Certification Appeal # 01-24
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- Joseph Reggie Certification Appeal # 06-25
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- Frank Guida Certification Appeal # 06-31
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- David Hayden Certification Appeal # 06-34
- Brian McCarthy Certification Appeal # 06-35
- Bryan Deal Certification Appeal # 06-37
- Patrick Leyland Certification Appeal # 06-38
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- Brandy Paul Certification Appeal # 07-20
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 - Hudson, Sean, Certification Appeal # 2019-01
 - Schmid, Dale, Certification Appeal # 2020-03
 - Kavanaugh, H.E. Adrian, Certification Appeal # 2020-04
 - Austin, Dannyelle, # 2021-01
- Contact: Robert Tomaine (717-787-5500)
- D. Certification Audit Appeals**
- Colonial Intermediate Unit
 - Lancaster School District
- Contact: Mark Zaccarelli (717-787-5500)
- E. Teacher Decertification**
- *Commonwealth of Pennsylvania v. Benjamin Lucciola, DI-87-07*
 - *Commonwealth of Pennsylvania v. Malachi Robinson, 1996-3*
 - *Commonwealth of Pennsylvania v. Bobby Wilson*
- Contact: M. Patricia Fullerton (717-787-5500)
- F. Food and Nutrition Appeals**
- *William Penn School District v. Division of Food & Nutrition*
 - *Auntie Sherry's Christian Child Care v. Division of Food & Nutrition*
 - *Heaven's Angels Day Care v. Division of Food & Nutrition*
 - *Little Paradise Day Care Center v. Division of Food & Nutrition*
 - *Little People Day Care School, Inc. v. Division of Food & Nutrition*
 - *Lower Kensington Environmental Center Youth Services, Child Care Food Program 1995-1 v. Division of Food & Nutrition*
 - *Tots Yearn to Learn, Inc. v. Division of Food & Nutrition*
 - *Cassoria Learning Centers, Inc. v. Division of Food & Nutrition*
 - *Blessed Hope S.D.C. Church v. Division of Food & Nutrition*
 - *Jim Mattera d/b/a Apple Pie Day Care v. Division of Food & Nutrition*
 - *Joan Enz-Doerschner d/b/a Once Upon a Time v. Division of Food & Nutrition*
 - *Michael Zaverukha d/b/a Grace Adult Day Health Care v. Division of Food & Nutrition*
 - *Sharon Lyons and Stacy Blackshear d/b/a Children R Us v. Division of Food & Nutrition*
 - *Theodore G. McNair d/b/a B & T Early Learning and Child Care Center*
 - *United Jewish Children's Fund d/b/a The King's Soldiers v. Division of Food & Nutrition*

- *Theresa Loving d/b/a Little Einstein's Daycare Center v. Division of Food & Nutrition*
 - *LaShone Sanders d/b/a Sanders Bundles of Love v. Division of Food & Nutrition*
 - *Dominic Longo and Bunita Longo d/b/a The Children's Pantry, Inc. v. Division of Food & Nutrition*
 - *Kelli Jackson d/b/a All About Kids Daycare and Learning Center, LLC v. Division of Food and Nutrition*
 - *Lynne Butler and Gail Reaser d/b/a Children's Garden Early Education Center v. Division of Food and Nutrition*
 - *Michael Fink and Nathan Young d/b/a Studio Kids Early Learning Center, LLC v. Division of Food & Nutrition*
 - *Educational Management Services v. Division of Food and Nutrition*
 - *Little Hands Daycare v. Division of Food and Nutrition*
 - *Logan Child Care and Resource Center v. Division of Food and Nutrition*
 - *Through the Years v. Division of Food and Nutrition*
 - *Kids Choice Learning Centers v. Division of Food and Nutrition*
 - *Little Treasures Learning Centers v. Division of Food and Nutrition*
 - *Safe Kids at Nicetown v. Division of Food and Nutrition*
 - *Senior Care Centers of PA v. Division of Food and Nutrition*
 - *Bucks County Technical High School v. Division of Food and Nutrition*
 - *LaShone L. Sanders d/b/a Bundles of Love v. Division of Food and Nutrition*
 - *Little Treasures Day Care Center v. Division of Food & Nutrition*
 - *Nicole Gipe d/b/a Strawberry Garden Elementary Childhood Learning Center v. Division of Food and Nutrition*
 - *Yolanda Edwards and Tacita Carter-Mobley d/b/a Personal Touch Childcare Service v. Division of Food and Nutrition*
 - *New Hope Adult Day Care v. Division of Food and Nutrition*
 - *Ty's Daycare and Pre K Center, Inc. v. Division of Food and Nutrition*
 - *Ameena Haynes dba Miracle Hands of Care Next Level, LLC v. Division of Food and Nutrition*
 - *Basic Steps Day Care, Inc. v. Division of Food and Nutrition*
 - *California Area School District v. Division of Food and Nutrition*
 - *Davida McCullough and Tiffany Robinson dba Memorable Moments Learning Center, Inc. v. Division of Food and Nutrition*
 - *Dynamic Kidz v. Division of Food and Nutrition*
 - *Erie Rise Leadership Charter School v. Division of Food and Nutrition*
 - *Harambee Institute of Science and Technology v. Division of Food and Nutrition*
 - *Lynne Butler and Gail Reaser dba Children's Garden Early Education Center v. Division of Food and Nutrition*
 - *Young Scholars of Western PA Charter School v. Division of Food and Nutrition*
 - *Harrisburg City School District v. Division of Food and Nutrition*
 - *Nana's Daycare v. Division of Food and Nutrition*
 - *Tullis's Day Care v. Division of Food and Nutrition*
 - *The Hundred Acre Woods Daycare and Learning Center v. Division of Food and Nutrition*
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 - *Urban Pathways (K-5) College Charter School v. Division of Food and Nutrition*
 - *Young Scholars of Western PA Charter School v. Division of Food and Nutrition*
 - *Nicole Childs, Donna Childs & Anina Castra dba A Child's Dream Leadership, Inc. v. Division of Food and Nutrition*
 - *Leonard Davenport dba Turning Points Academy v. Division of Food and Nutrition*
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 - *Nyeisha Cabiness dba Prestige Learning Center, LLC v. Division of Food and Nutrition*
 - *Najee Hannigan and Naimah Ellis dba Extraordinary Scholars Academy v. Division of Food and Nutrition*
 - *Woodlyn Academy, LLC v. Division of Food and Nutrition*
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 - *Terry Smith dba Love Learn & Play Childcare v. Division of Food and Nutrition*
 - *Circle of Friends Adult Day Care v. Division of Food and Nutrition*
 - *Community Concern 13 Learning Center v. Division of Food and Nutrition*
 - *Dalmas Miwo and Shirley Miwo dba My School v. Division of Food and Nutrition*
 - *Fatima Jenkins, Michael Chevalier and Bayfront NATO, Inc. dba Martin Luther King Center v. Division of Food and Nutrition*
 - *Kahreem Cunningham, Vonna Jones and Grant Collins dba Jump Start Learning Institute, Inc. v. Division of Food and Nutrition*
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 - *Tiny Towne Academy, LLC v. Division of Food and Nutrition*
 - *Brandon Marquette and Maddi Sage dba Pennsylvania Preparatory Academy LLC v. Division of Food and Nutrition*
 - *Opportunity House dba Second Street Learning Center v. Division of Food and Nutrition*
 - *Penny L Without dba The Hundred Acre Woods Daycare and Learning Center v. Division of Food and Nutrition*
- Contact: Robert Tomaine (717) 787-5500

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- Adams, Kim, DI-03-14
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- Alvarez, Ismael, DI-01-19
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- Artz, Carissa M., DI-2016-033
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- Coleman-Brown, Cynthia, DI-99-06
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- Comido, John J., DI-21-045
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- Cook, Dusten R., DI-18-037
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- Coon, Kim T., DI-19-131
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- Franczyk, Lee E., DI-00-08
- Frank, James, DI-08-12
- Franklin, Andrew M., DI-2016-128
- Franko, Wayne A., DI-19-050
- Frantz, Rachel, DI-2017-068
- Frazier, Scott C., DI-2014-001
- Frazier, Scott C., DI-15-22
- Freeland Sokol, Justin, DI-09-29
- Freeland Sokol, Justin, DI-09-29A
- Freeman, Leroy, DI-01-21
- Fridy, James Thomas, DI-94-16
- Friedrichs, Jr, Edgar, DI-02-28
- Froehlich, Lindsey H., DI-11-83
- Fronhofer, Amy Lynn, DI-2012-103
- Frost, Thomas, DI-08-36
- Fugh, James, E., DI-19-038
- Fuller, Richard, DI-93-29
- Fuller, Robert P., DI-19-015
- Fuller, Susan, DI-00-42
- Fullerton, David M., DI-2012-136
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- Gable, Amy J., DI-00-32
- Gadsden, Nathan L., DI-05-15
- Gallagher, Erika L., DI-2016-106
- Gamber, Abby, DI-18-181
- Gambino, Gaspare, DI-18-097

- Garcia, Juan E., DI-97-18
- Garet, Michael, DI-2016-101
- Garre, Maria, DI-08-32
- Gates, James, DI-08-14
- Gates, Robin B., DI-96-08
- Gatto, Joseph, DI-92-01
- Gattuso, Jason T., DI-2016-150
- Gavlick, Jean, DI-18-061
- Gaworski, Nicholas J., DI-17-112
- Gaworski, Nicholas J., DI-18-187
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- Geary, Angela M., DI-19-186
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- Geier, Joseph, DI-2012-139
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- Gelormini, Matthew, DI-05-16
- Genco, Peter, KO-08-21
- Gerber, Erik T., DI-18-054
- Gerhard, Kelly L., DI-19-084
- Gessler, Kristin, DI-2016-093
- Getz, Mark, DI-18-174
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- Giles, Douglas L., DI-18-160
- Gill, James E., DI-02-09
- Girardi, Frank L., Jr., DI-21-120
- Girdish, Barbara A., DI-18-118
- Gish, Jason R., DI-18-148
- Glass, William A., DI-18-145
- Glover, Iszel, DI-06-25
- Glus, Robert V., DI-2016-013
- Gmitter, Scott E., DI-05-05
- Gock, Jennifer M., DI-19-219
- Goddard, Catherine L., DI-2016-158
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- Golden, David S. Jr., DI-18-150
- Goldner, Jan M., DI-2012-098
- Goldstein, Larissa, DI-2012-040
- Goldstein, Nicole H., DI-19-150
- Gomez, Anthony D., DI-2013-067
- Goodling, Gabrielle D., DI-2012-044
- Goodman, Dana I., DI-2012-074
- Goodman, Marvin L., DI-18-039
- Gordon, Nicole, DI-17-151
- Goshert, Elizabeth M., DI-20-052
- Gotwals, Michel J. Hoover, DI-96-09
- Gow, Glenn, DI-96-17
- Goyert, Beth A., DI-19-087
- Graboski, Mark S., DI-05-06
- Grace, Ronald K., DI-2016-118
- Grafius, Thomas M., DI-2016-127
- Granat, Michael J., DI-21-020
- Grasso, Edward, DI-19-019
- Graupp, Donna M., DI-2017-074
- Green, Matthew A., DI-21-037
- Greenamyre (Long), Barbara A., DI-2012-021
- Greenawalt, Jason W., DI-2013-053
- Grendysa, Christopher, DI-2012-127
- Greth, Bradley A., DI-19-155
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- Greytock, John M., DI-97-10
- Gribble, Teryll L., DI-19-065
- Gricco, Joseph, DI-21-068
- Grier, Robert, DI-2010-021
- Griffin, Antoinette, DI-19-002
- Griffin, Geoffrey, DI-99-01
- Griffis, Scott, DI-07-20
- Grigsby, William J., DI-20-050
- Grillo, Rae Dawn, DI-2017-019
- Groh, Mandi, DI-2015-106
- Gross, Brian G., DI-2013-093
- Gruber, Ann, DI-20-109
- Grygo, Raymond, DI-00-24
- Guarnere, Gino L., DI-01-07
- Gugino, Daniel J., DI-2012-028
- Guiliani, Amy, DI-22-016
- Gully, Bradford D., DI-2012-007
- Gustafson, Jason, DI-21-018
- Guth, David L., DI-20-041
- Guy, Richard, DI-95-22
- Guzzo, James, DI-98-02
- Hacker, Martin, T., DI-21-084
- Hagerty, Claire, DI-19-196
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- Hahn, Eric, DI-21-030
- Hahn, Jr., Jeffrey A., DI-2012-120
- Hahn, Jr., Jeffrey A., DI-2013-072
- Hahn, Robert Jr., DI-96-03
- Hain, Jeffrey R., DI-00-33
- Haines, Kristie A., DI-21-093
- Halecki, Stanley, IS-21-026
- Hall, Bruce Allen, DI-08-50
- Hall, Michael D., DI-18-159
- Halmi, Christian T., DI-02-15
- Hamilton, Jr., Kenneth F., DI-2015-065
- Hammond, Timothy K., DI-09-14
- Handley, Darren A., DI-20-009
- Haney, Anthony E., DI-18-156
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- Hans, Christina G., DI-18-022
- Haraczy, Robert F., DI-2017-070
- Hardy, David, DI-96-30
- Hare, Megann E., DI-2012-069
- Harmer, Danielle, DI-08-43
- Harner, Timothy M., DI-2013-089
- Harper, Harold J., DI-19-225
- Harris-Lewis, De'Angelo, DI-18-171
- Harrison, Barbara, DI-22-001
- Harrison, Omar S., DI-18-088
- Harrison, Omar S., DI-19-080
- Harrison, Savannah, DI-2016-107
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- Hart, Kenneth C., DI-21-047
- Hartle, James E., DI-2016-037
- Hartman, Seth C., DI-21-006
- Hartopp, Cynthia H., DI-2013-057
- Harvey, Jeffrey, DI-07-08
- Harvey, Kyle L., DI-2017-092
- Harvey, Rebecca A., DI-09-56A
- Haser, Randall J., DI-2017-093
- Haskins, Carol L. Philabaum, DI-2016-162
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- Hasson, Jerome, DI-96-25
- Hatez, Gary Jon Jr., DI-18-189
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- Haupt, Ari T., DI-19-128
- Havard, Robert, DI-2017-042
- Havard, Robert, DI-2017-094
- Hawkins, Robert C., DI-09-50
- Hawkins, Robert C., DI-09-50A
- Hayden, Jeffrey, DI-10-07
- Hayes, Earl, DI-2012-149
- Hayes, William, DI-03-29
- Heagey, Laura S., DI-2016-008
- Heath, David J., DI-06-09
- Hecht, Herbert, DI-93-13
- Hecker, Shaka, DI-19-138
- Heil, Warren A., DI-2012-147
- Hein, Vance P., DI-2017-035

- Heitzman, Gary, DI-95-32
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- Held, Kelly, DI-2017-008
- Heller, Michael W., DI-20-020
- Heller, Roger, DI-98-31
- Hemcher, James R., DI-19-168
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- Henderson, Jodi C., DI-18-045
- Henise, Stephen G., IS-20-013
- Henry, Shannon B., DI-19-119
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- Herdan, Fredrick, DI-19-023
- Herkins, William, DI-17-163
- Hernandez, Esteban Jr., DI-17-192
- Hernandez, Jose, DI-2013-079
- Herrick, Charles, DI-93-12
- Herrington, James, DI-99-04
- Hertlein, Zachary, DI-2017-031
- Hertzog, Nancy M., DI-18-006
- Hess, Timothy S., DI-19-092
- Hess, Timothy S., DI-22-002
- Hewes, Joshua A., DI-2016-045
- Hewitt, Leighton O., DI-18-004
- Hiatt, Jamee C., DI-18-107
- Hibshman, Jeff A., DI-2012-086
- Hicks, Anthony, DI-98-13
- Hicks, Symantha L., DI-12-35
- Hicks, Symantha L., DI-2012-108
- Highlands, Laurel L., DI-2016-061
- Hightower, Reginald, DI-2012-195
- Hileman, Rian, DI-93-19
- Hill, Justin, DI-18-055
- Hill, Nancy J., DI-00-22
- Hinds-Toussaint, Paula D., DI-21-095
- Hoag, Thomas, DI-97-01
- Hoats, Gregory M., DI-19-132
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- Hocker, Johnathan E., DI-18-117
- Hocker Jonathan E., DI-19-035
- Hoehne, Linda A., DI-20-031
- Holcombe, Suzanne K., DI-2012-133
- Holden, Linnea, DI-07-29
- Holladay, Victor M., DI-17-136
- Holland, Michael P., DI-18-042
- Holland, Susan L., DI-2013-026
- Hollenbach, David C., DI-2016-036
- Holloway, Ronald D., DI-19-041
- Holmes, Davi E., DI-21-127
- Holmes II, Westley, DI-91-01
- Hooper, Matthew P., DI-17-199
- Hoover, Karl J., DI-18-058
- Hopkins, George J., DI-19-039
- Hopkins, George J., DI-21-017
- Hopkins, Valerie, DI-99-13
- Horgan, James J., DI-18-138
- Horgan, James J., DI-19-003
- Hornberger, Daniel L., DI-18-146
- Horstmann, Lisa, DI-2012-125
- Horvath, Ronald E., DI-20-086
- Hostetter, Philip L., DI-18-202
- Hostutler, Mark V., DI-2015-038
- Hott, Melissa M., (Stoe), DI-2016-003
- Houck, Vanessa D., DI-2012-073
- Houck, Vanessa D., DI-2012-186
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- Hovington, John, DI-91-05
- Howard, Daniel C., DI-02-12
- Howard, Wayne, DI-22-026
- Howell, II, Richard, DI-2015-115
- Howley, Kelly Ann, DI-19-095
- Hrebiniak, Justin, DI-2016-012
- Hubbard, Edward A., DI-2012-160
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- Hughes, Robert J., DI-02-03
- Humphrey, Richard B., DI-18-018
- Hunsicker, Kevin, DI-02-01
- Hunsinger, Henry W., DI-18-214
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- Hunter, Frederick, DI-09-24
- Hunter, Randall, DI-00-10
- Hurst, Charles D., DI-10-29
- Hurst, Charles D., DI-11-48
- Hutchinson, Daniel S., DI-09-16
- Hutchinson, Mary Elizabeth, DI-98-19
- Iman, Harry W., DI-02-07
- Ingerman, Jennifer M., DI-2013-097
- Ingle, Kathryn A., DI-18-062
- Innaurato, Michael, DI-18-165
- Iovino, Matthew F. II, DI-18-098
- Irwin, Ryan M., DI-10-26
- Isbell, Jason L., DI-08-49
- Isbell, Jason L., DI-08-49A
- Jackson, Addie, DI-18-021
- Jackson, Caryn, DI-13-109
- Jackson, Dustin C., DI-2012-036
- Jackson, Eric F., DI-19-161
- Jackson, Jr., Edward J., DI-2012-176
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- Jamison, James R., DI-09-22
- Janesko, Rebecca, DI-2015-085
- Jeckell, Kayla, DI-17-089
- Jenkins, Mary K., DI-2013-016
- Jericho, Michael A. Jr., DI-18-141
- Jetter, James F., DI-04-06
- Johns, Angeline C., DI-19-181
- Johnson, Carolyn, DI-18-142
- Johnson, Christopher, DI-18-095
- Johnson, Christopher, DI-17-121
- Johnson, Cynthia L., DI-02-16
- Johnson, Daniel B., DI-17-086
- Johnson, David R., DI-18-143
- Johnson, Jill, DI-98-35
- Johnson, Joseph Robert, DI-08-51
- Johnson, Joseph Robert, DI-08-51A
- Johnson, Patricia M., DI-12-17
- Johnson, Toni, DI-2015-082
- Jones, John, DI-2017-063
- Jordan, Thomas E., DI-95-30
- Joyce, Maureen, DI-03-06
- Jumpp, Alvin, DI-03-21
- Kaiser, Paul F., DI-00-39
- Kalista Richards, Marcia, DI-2015-109
- Kalko, John Claude, DI-94-04
- Kalos, James M., DI-17-191
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- Kaluzny, Alexandria, DI-21-112
- Kalwaic, Richard, DI-2015-104
- Kandel, Mark W., DI-09-28
- Kander, Linda S., DI-18-016
- Kane, David, DI-21-108
- Kantner, Jonathan, DI-16-112
- Kantner, Jonathan, DI-2017-020
- Karas, Samuel, DI-20-040
- Karuza, Kit, DI-92-26
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- Kasparek, Anne, DI-05-03
- Katz, Jared, DI-20-028
- Kauffman, Ian P., DI-19-106
- Kean, Richard, DI-22-017
- Keane, Mary, DI-2017-046
- Keck, Nancy L., DI-2012-123
- Keck, Norman, DI-93-21
- Keefe, Kristen A., DI-01-05
- Keenan, Donald, DI-2016-035
- Keene, Katie, DI-21-002
- Keiser, Chad T., IS-20-004
- Keiser, Chad T., DI-20-101
- Keller, Brian M., DI-03-34
- Kellogg, Laurie, DI-92-24
- Kellogg, Laurie, DI-91-18
- Kelly, Andrew, DI-92-17
- Kelly, Christine A., DI-22-022
- Kelly, Francis X., DI-20-004
- Kelly, Michael A., DI-2015-117
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- Kempf, David M., DI-18-002
- Kennedy, Denise, DI-22-012
- Kennedy, Michael, DI-03-03
- Kennedy, Paul A., DI-17-127
- Kenyon, John, DI-07-15
- Kephart, Jack, DI-08-56
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- Ketter, Anne N., DI-2016-062
- Kibler, Zachary A., DI-19-133
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- King, Kevin, DI-06-07
- King, Thomas S., DI-2017-080
- Kinniry, Francis, DI-94-23
- Kirby, Regis, DI-08-41
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- Kirk, Gerald R., DI-2012-124
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- Kiser, Matthew R., DI-19-130
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- Klass, Bryan, DI-20-090
- Kleckner, Jean M., DI-2012-178
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- Knaper, Robert, DI-99-23
- Knapp, Joseph J., DI-2012-085
- Knecht, Lisa J., DI-2012-166
- Knecht, Lisa J., DI-2015-057
- Knox, Diane, DI-12-025
- Knox, Robert C., DI-2013-015
- Knox, Stephen A., DI-95-26
- Koch, Denise E., DI-11-70
- Kochanowicz, Glenn G., DI-17-209
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- Kohlhepp, Gregg A., DI-21-036
- Kondziolski, Thaddeus, DI-19-114
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- Kopp, Brian, DI-2017-001
- Kornhauser, Lee R., DI-18-068
- Kosik, Christine, DI-80-39
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- Kostige, John V., DI-17-134
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- Krasnick, Daniel A., DI-19-173
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- Krause, Kenneth M., DI-2013-115
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- Kreider, Wendy, DI-21-090
- Kremerer, Kelly L., DI-19-212
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- Krepp, Melissa J., DI-18-161
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- Krispinsky, Bernard, DI-02-26
- Krone, Brandon L., DI-20-059
- Krummenoehl, Joshua, DI-2016-145
- Kummer, Thomas H., DI-19-040
- Kummer, Thomas H., DI-20-019
- Kunda, Louis, DI-2013-040
- Kurtz, Tab, DI-03-35
- Kurtzer, Peter, DI-2017-073
- Lacey, John M., DI-2016-005
- Lacey, Philip M., DI-2013-035
- Lamana, Peter J., DI-08-15
- Lambert, Suzanne R., DI-19-166
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- Landini, Stephen, DI-96-07
- Landis, Robert, DI-03-10
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- Lanphear, Doris A., DI-19-197
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- Laroche, Tami, DI-2016-133
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- Laysner, Christina, DI-12-37
- Leathers, Autumn, DI-08-46
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- Lee, IV, Joseph F., DI-2012-153
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- Leidhecker, Jeremy, DI-2015-042
- Leitzel, Donald M. Jr., DI-18-047
- Lenaway, Michael, DI-05-014
- Lenkowski, Christopher L., DI-21-010
- Leon, Dean, IS-21-003
- Leon, Dean, DI-21-116
- Leon, Robert, IS-20-009
- Leonard, Tara R., DI-2016-080
- Lewin, Peter J., DI-2012-183
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- Lewis, Valerie R., DI-18-075
- Libert, John I., DI-11-09
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- Limuli, Rose M., DI-2016-115
- LiMuli, Rose M., DI-17-125
- Lincoln, Janet, DI-21-099
- Lindquist, Jeffrey, DI-19-160
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- Linnon, Craig M., DI-2013-048
- Lipscomb, Andrew S., DI-11-41
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- Little, Kathleen E., DI-11-81
- Lobo, Ricardo, DI-19-089
- Lobi, Jason I., DI-11-55
- Loeffler, David S., DI-2012-113
- Lofton, Curtis, DI-08-22
- Loftus, James J., DI-18-081
- Lombardino (Egli), Elizabeth, DI-19-057
- Lonas, Susan, DI-2015-083
- Long, Carol D., DI-2012-146
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- Lorah, Randy J., DI-2013-071
- Lord, Matthew J., DI-19-126
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- Lott, Cristal Lynn, DI-30

- Loughner, Kenneth, DI-00-18
- Loughney, Frank J., DI-01-02
- Loughran, Carl F., DI-17-225
- Love, Thomas A., DI-01-04
- Luckenbach, Lang H., DI-18-228
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- Luckyj, Theresa, DI-11-58
- Lugiano, Robert A., DI-18-230
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- Lutes, Lloyd M., DI-2012-128
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- Lutz, Thomas C., DI-18-226
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- Lyon, John W., DI-99-27
- Macanga, Joseph E., DI-11-14
- Macarthur, Douglas J., DI-18-131
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- Machay, Gordon D., DI-19-146
- Maclay, Nathan A., DI-2017-034
- Maclellan, Mark E., DI-11-79
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- Macri, Joseph D., DI-19-067
- MacWhorter, James S., DI-2017-103
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- Maginn, Kevin J., DI-21-031
- Majewski, Christine, DI-19-088
- Major, Mark, DI-03-30
- Malley, James, DI-2012-110
- Maneval, Jason J., DI-2016-040
- Mann, Matthew, DI-2016-034
- Manning, Matthew, DI-2015-116
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- Marcini, Leigh, DI-2016-043
- Marfia, Vincent P., IS-21-004
- Marguriet, Valjean A., DI-11-29
- Maritz, Jr., Edward J., DI-2016-024
- Mark, Elisha, DI-17-156
- Maroni, Mark D., DI-97-08
- Marquart, Matthew J., DI-2016-023
- Marucci, Marc-Andrew, DI-18-133
- Marshall, Jennifer S., DI-19-010
- Marshall, Robert, DI-08-01
- Marsili, Joshua A., DI-19-195
- Marszalec, Deborah L., DI-2015-071
- Marszalek, Lisa A., DI-19-024
- Marszalek, Lisa A., DI-21-023
- Martin, Alexander B., DI-95-24
- Martin, Christine E., DI-09-33
- Martin, Christine E., DI-09-33A
- Martin, Nathan L., DI-18-028
- Martin, Stephen, DI-2016-099
- Martinez, James, DI-2016-152
- Martino, Michael, DI-96-28
- Marvelli, Gabrielle, DI-12-23
- Masluk, Julianna, DI-2016-050
- Massey, Troy J., DI-11-87
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- Mattson, Todd G., DI-06-17
- Matz, Joshua D., DI-21-013
- Maurer, Michael G., DI-2012-201
- Mavrodis, Amy L., DI-2012-053
- Maxson, Mary D., DI-00-09
- May, Stefan H., DI-2017-098
- Mayes, David, DI-99-18
- Mayes, David T., DI-08-23
- Mazgaj, Mildred J., DI-2013-042
- McAndrew, Daniel W., DI-10-16
- McAndrew, David F., DI-09-08
- McBride, Steven, DI-18-077
- McCaffrey, William, DI-21-015
- McCants, Michael L., DI-19-175
- McClain, Douglas, DI-11-85
- McCloskey, Thomas F., DI-18-227
- McConahy, Sean, DI-2012-060
- McConkey, Thomas, DI-17-090
- McCorkle, Michael, DI-06-05
- McCormack, Elizabeth A., DI-19-103
- McCormick, Christopher D., DI-19-061
- McCown, Brian P., DI-19-143
- McCreary, James E., DI-2016-155
- McCreery, Barbara, DI-2016-117
- McCullough, Sean M., DI-2012-188
- McCullough, Sean M., DI-2013-085
- McCullough, Todd D., DI-2014-017
- McCullough, Todd D., DI-2015-066
- McCune, Jr., Eugene P., DI-2012-102
- McDanel, Patrick J., DI-20-092
- McEldowney, Jennifer L., DI-18-122
- McElhatten, Kimberly B., DI-20-030
- McFarland, James, DI-2016-001
- McGarry, Colleen, DI-2016-147
- McGarvey, Daniel S., DI-2016-021
- McGee, Ryan, DI-17-196
- McHugh, Joseph, DI-06-05
- McKee, Patrick, DI-20-093
- McKnight, Lances, DI-92-25
- McKnight, Lances, DI-92-05
- McKnight, Lances T., DI-92-05
- McKnight, Michael A., DI-19-162
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- McLaine, Patrick, DI-2017-015
- McLaughlin, Cole G., DI-2015-058
- McLaughlin, Kimberly L., DI-18-125
- McLoughlin, Shaun K., DI-17-139
- McMullen, Brian T., DI-2013-052
- McMullen, John M., DI-2017-088
- McMullin, William G., DI-18-217
- McMurtrie, Jason, DI-01-23
- McNees, Karen L., DI-2015-123
- Mea, Bradley E., DI-20-064
- Meagher, Randall L., DI-05-13
- Mealy, Scott, DI-19-043
- Medvidovich, Joel, DI-97-12
- Meinzer, Scott S., DI-2016-022
- Melesenka, Timothy J., DI-96-36
- Meloy, Mark, DI-06-22
- Mentzler, James William III, DI-18-190
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- Merker, Jr, Robert, DI-93-17
- Merker, Jr, Robert A., DI-91-14
- Merrell, Arthur, DI-19-113
- Merriweather, Ernest, DI-19-176
- Metzler, Holly D., DI-19-078
- Meyers, Bryan J., DI-18-149
- Michael, Ernest N., DI-00-12
- Michaels, Frank J., DI-2015-128
- Michaels, Frank J., DI-17-115
- Michaels, Sean C., DI-18-197
- Migliori, Zachary, T., DI-19-045
- Mihalko, Lawrence, DI-01-08
- Milano, Christine, DI-99-17
- Milleo, Matthew, DI-07-09
- Miller, Brian, DI-09-27
- Miller, Brian, DI-09-27A
- Miller, David J., DI-96-01
- Miller, Gerald M., DI-18-229
- Miller, Larry D., DI-2013-013
- Miller, Mark A., DI-2017-048
- Miller, Melvin L., DI-97-02

- Miller (III), Newton H., DI-10-19
- Miller, Walter T., DI-97-11
- Miller Hysong, Donna, DI-2013-062
- Milovac, Thomas M., DI-18-100
- Minnich, Shawn D., DI-2016-031
- Minnich, Shawn D., DI-17-183
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- Mishra, Hemant, DI-2016-094
- Mitchell, Brandon, DI-2016-047
- Moffitt, Joseph P., DI-2016-066
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- Mohlmann, Joshua A., DI-17-203
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- Monath, Andrew, DI-06-01
- Montague, Twyla D., DI-18-093
- Montanero, John J., DI-00-04
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- Moyer, Jeffrey, DI-00-37
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- Murphy, Mary C., DI-2016-161
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- Myers, Timothy M., DI-17-210
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- Nagle, Kevin E., DI-19-058
- Nangle, Paul F., DI-2013-049
- Nanko, Regina, DI-92-22
- Nedley, Richard A., DI-95-09
- Neilan, Christine K., DI-17-205
- Nelson-Lott, Bonnie, DI-97-36
- Nemeth, Tammi Mae, DI-06-26
- Nenna, Danielle, DI-18-003
- Neuman, James, DI-94-09
- Neustein, Benjamin, DI-17-150
- Newell, Curtis, Jr., DI-94-01
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- Newman, Ryan K., DI-03-19
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- Nichols, Kristy M., DI-18-038
- Nielsen, Elizabeth G., DI-21-054
- Nieman, Brad G., DI-21-026
- Noe, Chris, DI-94-13
- Nolan, Jason B., DI-2013-065
- Noll, Rodney B., DI-21-012
- Norris, Craig, DI-2012-067
- Norris, Jeffrey D., DI-09-36
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- Oatman, Steven J., DI-09-20A
- Offutt, Stephen B., DI-96-23
- Ogrizek, M. Barbara, DI-97-40
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- Olk, Steven, DI-00-29
- Onderdonk, Adriaan, DI-03-32
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- Ondish, Jordan D., DI-20-073
- Onesko, Patrick I., DI-18-057
- Onkst, Robert W., DI-10-24
- Opalek, Alan A., DI-92-10
- Oquendo, Oscar, IS-21-021
- Oravetz, Robert P., DI-18-085
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- Palmer, Lisa M., DI-98-08
- Palmer, Michael R., DI-09-45
- Palmer, Michael R., DI-09-45A
- Palmer, Ronald C., DI-19-222
- Palmer, Twila J., DI-17-119
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- Pardue, Jane E., DI-97-31
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- Parker, Michael, DI-03-25
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- Parks, Stephen, DI-17-157
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- Patton, Michelle L., DI-17-208
- Patton (Wade), Tonya M., DI-20-018
- Paulina, Vickie Lee, DI-92-03
- Pearce, Elizabeth, DI-17-137
- Pendleton, Janard, DI-18-048

- Pennypacker, Kristi L., DI-2013-021
- Penrose, Deidra, DI-2017-079
- Peresie, Joseph R., DI-10-15
- Peresie, Joseph R., DI-11-20
- Pero, Nina M., DI-17-220
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- Persing, Steven, DI-20-081
- Person, Kathryn D., DI-2013-039
- Pertusio, Keith D., DI-20-025
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- Peters, Suzanne, DI-08-07
- Peters, Tracey, DI-98-39
- Peterson, Vincent, DI-92-23
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- Pettinelli, Vincent J., DI-2016-120
- Pettyjohn, Barry G., DI-2012-020
- Pfautz, Matthew R., DI-2012-161
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- Pileggi, Susan M., DI-20-083
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- Pitcairn, Jennifer, DI-2016-027
- Pittsinger, Eric A., DI-2013-080
- Plano, Ronald, DI-96-24
- Pollock, Ronald C., DI-00-26
- Ponder, Sally Ann, DI-95-28
- Ponessa, Sarah, J., DI-22-025
- Poole, Daniel G., DI-00-11
- Poole, Jeffrey A., DI-17-091
- Popsack, Allan, DI-96-27
- Porten-Wilson, Bryan D., DI-19-007
- Potter, Kristin G., DI-2015-056
- Pottorff, Barry, DI-2017-082
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- Pratt, Timothy A., DI-10-13
- Presogna, Joseph, DI-20-087
- Preusser, Katharine L., DI-2013-054
- Preusser, Katherine L., DI-18-017
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- Price, III, Lloyd C., DI-2012-068
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- Prough, Sherri L., DI-2012-169
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- Rankowitz-Mezzy, Mindy, DI-97-20
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- Readinger, Erin L., DI-18-135
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- Reese, Nada S., DI-18-210
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- Reid-Hertzog, Corinne, DI-10-01
- Reitano, Dennis J., DI-22-015
- Reitz, David Gerald, DI-94-10
- Reitz, Michael D., DI-18-033
- Rektor, Paul M., DI-18-169
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- Renfroe, Brittany L., DI-18-050
- Rennie, Thomas W., DI-2016-126
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- Repsher, Daniel M., DI-2016-074
- Rethage, Russell, DI-2016-081
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- Rhoades, Richard W., DI-21-076
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- Richards, Robert, DI-08-19A
- Richards, Suzanne, DI-98-09
- Richardson, Amanda R., DI-19-053
- Richardson, Scott L., DI-19-159
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- Ries, Shannon, DI-2016-025
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- Rinaldi, Janet M., DI-19-086
- Ringold, Melissa B., DI-18-009
- Rinke, II, David A., DI-11-21
- Rigby, Alan, DI-95-11
- Ripper, Shelly L., DI-2012-114
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- Ritko, Kevin S., DI-20-108
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- Romesburg, Joseph A., DI-20-079
- Romito, Philip, DI-2017-062
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- Rosato, Robert T., DI-20-091
- Rose, Kristen L., DI-18-108
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- Rosenberry, Angie S., DI-2013-090
- Rosenberry, Angie S., DI-17-126
- Rosie, Donald, DI-07-16
- Ross, Donna J., DI-19-109
- Ross, Gary A., DI-18-170

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- Rossell, James Jr., DI-17-179
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- Rotz, Larry E., DI-2012-054
- Rounds, Daniel G., DI-02-25
- Rowlands, Christopher L., DI-21-114
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- Rubendall, Amber, DI-2016-060
- Ruck, Shane M., DI-17-155
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- Ruggieri, Joseph J., DI-2015-049
- Runge, Dale, DI-2012-010
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- Salerno, Anthony L., DI-18-089
- Salevsky, Shawn W., DI-2013-088
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- Sambrick, Jody B., DI-19-020
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- Sanchez, Stephen M., DI-2012-177
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- Sangillo, John R., DI-18-078
- Saunders, Amy, DI-19-005
- Sauro, Kristen A., DI-20-084
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- Savage, Edward Floyd, DI-97-39
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- Saviat, Kenneth, DI-03-28
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- Scalise, Joseph A., DI-18-119
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- Schade, Jere, DI-98-20
- Schaeffer, Robert, DI-07-24
- Shaffer, Scott M., DI-20-089
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- Scheffler, Robert, DI-2017-024
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- Schiccatano, Samuel H., DI-2016-087
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- Schmutzler, Jeffrey B., DI-2013-106
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- Schulman, John, E., DI-21-101
- Schrettner, Stacy, DI-2017-096
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- Seltzer, Lucille, DI-98-12
- Seman, Dennis A., DI-2012-106
- Sensor, Stephen, DI-94-03
- Serlo, Gary M., DI-97-35
- Sestak, Nicole M., DI-2015-059
- Shaeffer, William A., DI-01-11
- Shaffer, Jane, DI-99-11
- Shaffer, Scott M., DI-2011-053
- Shaffer, Stephen, DI-06-19
- Shaffer, Steven, DI-21-105
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- Shepler, Joshua, DI-2016-046
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- Shipman, Michael E., DI-01-12
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- Showers, Jr., Troy, DI-2016-148
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- Singleton, Robert M., DI-2012-107
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- Skipper, Samuel C., DI-03-26
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- Sledd, Christine L., DI-2012-065
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- Smith, Leslie E., DI-11-47
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- Smith, Rachel M., DI-2017-095
- Smith, Richard P., DI-2016-090
- Smith, Robert A., DI-12-13
- Smith, Tara M., DI-18-207
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- Smith, Thomas R., Jr., DI-00-05
- Smith, Timothy R., DI-2015-119
- Smith, Tyrone, DI-18-206
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- Spera, Mark V., DI-21-081
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- Spicher, Kenneth, DI-95-02
- Spidaliere, John M., DI-2016-042
- Spieth, Tracey A., DI-18-209
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- Springer, Joshua, DI-2016-139
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- Stanczuk, Gregory, DI-2016-076
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- Stanton, Mary Ellen, DI-21-083
- Star, Jeffrey, DI-21-123
- Staton, Adam, DI-03-36
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- Stearns, Colleen, DI-22-018
- Stein, Paul L., DI-11-46
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- Stelhorn, Thomas E., DI-19-104
- Stenz, John C., DI-12-05
- Sterner, Timothy M., DI-21-033
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- Stevens, Christopher S., DI-19-136
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- Stevens, Maria A., DI-19-033
- Stewart, Kimberly, DI-13-108
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- Stocker, Terry O., DI-2013-095
- Stokes, David, DI-08-09
- Stoll, Angela M., DI-17-222
- Stone, Jerome E., DI-19-049
- Stone, Lawrence, DI-19-027
- Stonebraker, William J., IS-21-005
- Stoudt, Alfred L., DI-91-20
- Stover, Richard H., DI-01-14
- Strachan, Louis D., DI-20-045
- Strehle, Michael K., DI-2015-118
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- Streeper, Lora A., DI-20-046
- Strimel, Florine M., DI-00-14
- Stuber, Alice J., DI-21-063
- Sullivan, Stephen A., DI-11-22
- Sullivan, Stephen A., DI-2012-075
- Sullivan, Terrence B., DI-06-10
- Summers, Carl Carlito, DI-94-06
- Super, Lauren M., DI-2017-051
- Suppan, Keith, DI-99-07
- Susa, Craig S., DI-2012-126
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- Swanson, David, R., DI-18-115
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- Swenson, Barbara J., DI-19-079
- Swider, Michael J., DI-2015-052
- Swift, Jennifer, DI-20-078
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- Symonds, George J., DI-2015-100
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- Szychulski, Bridgett F., DI-2015-069
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- Talik, Ronald R., DI-19-189
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- Tatman, Michael, DI-07-22
- Taxis, Coleman A., DI-20-044
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- Tazel, Johnnie E., DI-96-13
- Teaf, Adrian, DI-96-38
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- Teng, Jie, DI-21-001
- Thimons, James F., DI-2015-039
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- Thompson, Richard A., DI-19-214
- Thompson, Robert E., DI-2015-060
- Thompson, William R., DI-18-200
- Thon III, Louis W., DI-19-014
- Thorn, Randall, DI-2013-032
- Thorne (Ronchetti), Angeli R., DI-18-067
- Tillson, Paul, DI-2012-087
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- Todzia, Steven, DI-08-28
- Toler, Danie E., DI-11-03
- Tolliver, Reginald, DI-93-14
- Tomeo, Thomas, DI-08-33
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- Treier, James A., DI-2013-075
- Triplett, Jeremy, DI-19-190
- Trivelpiece, Kristen, DI-19-139
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- Trombetta, Nicholas, DI-19-183
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- Truitt, Michael, DI-07-27
- Trymbiski, Carolyn, DI-2012-070
- Tucker Jr., Thomas M., DI-19-137
- Tuneberg, Michael E., DI-2012-088
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- Uberti, II, Donald E., DI-2016-053
- Uhrich, Joshua, DI-08-57
- Udzella, Justin M., DI-2013-028
- Uniejewski, Anthony E., DI-2015-064
- Uribe, Cynthia J., DI-2012-115
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- Vagnoni, Jessica, DI-20-103
- Vanchieri, Anthony M., DI-2012-116
- Vanderveen, Eric, DI-93-18
- Vanyo, Andrew J., DI-21-029
- Vargo, Michael S., DI-18-198
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- Vattelana, Derek S., DI-21-022
- Velez, Adienex, DI-19-032
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- Vislay, Peter P., DI-02-22
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- Wilson, Dennis, DI-03-17
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- Wilson, Nicholas J., DI-2013-027
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- Winkleman, Scott, DI-2017-023
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 - Zaborowski, James R., DI-2012-041
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 - Zeltt, Jeffrey, DI-17-120
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- Contact: Shane Crosby (717-787-6576)

H. Professional Standards and Practices Reinstatement Decisions

- Re-1990-01 Startzel, Ronald
- Re-1990-02 Reid, James Frances
- Re-1991-01 Van Dyke, Ned
- Re-1992-01 Missimer, Michael
- Re-1992-02 Gunoskey, Sr., Joseph
- Re-1992-03 Barber, Carol
- Re-1992-04 Dohanich, Michael
- Re-1993-01 Volkman, Alan
- Re-1993-02 Comer, Jr., Ulysses
- Re-1993-03 Feola, Leighann
- Re-1994-01 Miller, Rodney
- Re-1994-02 Sharp (Crawley), Sandra Spicer
- Re-1995-01 Gabriel, Anthony
- Re-1995-02 Neuman, James
- Re-1996-01 Paulina, Vicki Lee
- Re-1996-02 Fuller, Richard
- Re-1996-03 Smith, Jr., Homer
- Re-1997-01 Landini, Stephen
- Re-1997-02 Gatto, Joseph
- Re-1998-01 Vance, Joseph
- Re-1999-01 Baracca, Martin
- Re-1999-02 Slegelmilch, Lindalee
- Re-1999-03 Dempsey, Timothy
- Re-1999-04 Blimmel, Kimberly
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- Re-2000-02 Ceraso, Frank
- Re-2000-03 Merrell-Thomas, James A.
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- Re-2001-02 Robinson, John
- Re-2001-03 Wesley, Stephen
- Re-2002-01 Hopkins, Valerie
- Re-2003-01 Milano, Christine
- Re-2003-02 Slegelmilch, Lindalee
- Re-2003-03 Flannery, Sean

- Re-2003-04 Salov, Sharon Lynn
 - Re-2004-01 Matechak, Jennifer
 - Re-2005-01 Burwell, Zachary
 - Re-2005-02 O'Herrick, William
 - Re-2005-03 Hesselgesser, Amy
 - Re-2005-04 Hughes, Robert
 - Re-2006-01 Davidson, Steven
 - Re-2006-02 Monath, Andrew
 - Re-2007-01 Roda, Ronald
 - Re-2007-02 Oaster, Joseph
 - Re-2007-03 Rotolo, Brian
 - Re-2008-01 Common, Matthew
 - Re-2008-02 Bartolomeo, Ann
 - Re-2008-03 Salov, Sharon
 - Re-2008-04 Turner, Robert
 - Re-2009-01 Stich, Timothy W.
 - Re-2009-02 Smith, Jeffrey M.
 - Re-2009-03 Hicks, Anthony R.
 - Re-2009-04 Grogan, John J.
 - Re-2009-05 Lacey, Timothy P.
 - Re-2009-06 Thimons, Jennifer J.
 - Re-2009-07 Smith, Jr., Thomas R.
 - Re-2010-01 Hasson, Jerome K.
 - Re-2010-02 Fox, Andrea R.
 - Re-2010-03 Helman, James E.
 - Re-2010-04 Franczyk, Lee
 - Re-2011-01 Blair Jr., Frank J.
 - Re-2011-02 Bartolomeo, Ann M.
 - Re-2011-03 Jumpp, Alvin Weston
 - Re-2012-01 Honsel, Erik Scott
 - Re-2012-02 Lofton, Curtis T.
 - Re-2012-03 Roda, Ronald D.
 - Re-2012-04 Blair Jr., Frank J.
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 - Re-2014-04 McGill, Brian Dennis
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 - Re-2019-002 Mitchell, Chrystine
 - Re-2019-003 Watkins, Robert W.
 - Re-2019-004 Milano, Christie A.
 - Re-2019-005 Weaver, Ashley
 - Re-2020-002 Markle, Gretta
 - Re-2020-003 Filippelli, Matthew J.
 - Re-2020-004 Jackson, Eric F.
 - Re-2020-006 Martini, Sarah
 - Re-2021-001 Falcone, Daniel
 - RE-2021-002 Griffin, Antionette
- Contact: Shane Crosby (717-787-6576)

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- Wines, Steins and Cocktails, Ltd.

- Professional Bartender Training, Jeffrey McKnight, 97-6
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- Contact: Nicole Campbell (717-783-8228)

J. Special Education Hearing Officer Decisions

File Number, Student Initials, Decision Date
(Some information does not have a decision date because previous submissions did not provide that information)

- 00304 09-10 MF
- 00417 09-10 JD
- 00590 09-10 KS
- 00647 09-10 AS
- 00675 09-10 KB
- 00691 09-10 CV
- 00715 09-10 BS
- 00751 09-10 CM
- 00758 09-10 AM
- 00764 09-10 DB
- 00770 09-10 NB
- 00824 09-10 BP
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- 00963 09-10 TB
- 00979 09-10 CF
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- 01025 09-10 ND
- 01047 09-10 AS
- 01070 10-11 BD
- 01083 10-11 GJ
- 01129 09-10 KK
- 01134 09-10 JK
- 01141 09-10 JH
- 01184 09-10 TB
- 01201 09-10 DM
- 01215 09-10 HD
- 01259 09-10 JT
- 01265 09-10 DF
- 01270 09-10 RS
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- 01351 10-11 ST
- 01367 10-11 GJ
- 01394 10-11 MM
- 01396 10-11 AW
- 01413 10-11 GF
- 01428 10-11 DJ
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- 01525 10-11 JD
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- 1698 10-11 LP
- 1792 10-11 AG
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- 1639-10-11 CH 06/30/2011
- 1729-10-11 LP 07/06/2011
- 01931-10-11 MS 07/06/2011
- 1854-10-11 DM 07/07/2011
- 00803-10-11 IK 07/08/2011
- 1597-10-11 JG 07/11/2011
- 2058-10-11 KR 07/11/2011
- 1453-10-11 HG 07/13/2011
- 1885-10-11 AL 07/15/2011
- 1462-10-11 JR 07/16/2011
- 1552-10-11 CG 07/18/2011
- 1765-10-11 LB 07/22/2011
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- 2061-10-11 FC 08/02/2011
- 1504-10-11 KC 08/05/2011
- 1582-10-11 LG 08/06/2011
- 01784-10-11 RC 08/06/2011
- 2036-10-11 JT 08/09/2011
- 2046-10-11 AR 08/09/2011
- 00007-10-11 SL 08/10/2011
- 1442-10-11 NH 08/16/2011

- 1547-10-11 DV 08/23/2011
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- 02001-10-11 RB 08/29/2011
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- 1806-10-11 TG 09/07/2011
- 2167-11-12 CC 09/16/2011
- 2162-11-12 GM 09/23/2011
- 01975-10-11 NS 09/26/2011
- 2098-11-12 BL 09/26/2011
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- 2166-11-12 JM 10/03/2011
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- 1697-10-11 KR 10/05/2011
- 1652-10-11 RA 10/25/2011
- 1933-10-11 DH 10/26/2011
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- 2076-11-12 DS 11/08/2011
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- 2285-11-12 ZR 12/08/2011
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- 2150-11-12 SB 12/23/2011
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- 2158-11-12 IK 04/18/2012
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- 2786-11-12 CS 05/15/2012
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- 3094-11-12 RH 05/26/2012
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- 2721-11-12 MB 06/12/2012
- 3128-11-12 KN 06/12/2012
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- 2694-11-12 KA 06/22/2012
- 3208-11-12 SS 06/28/2012
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- 2507-11-12 LM 07/04/2012
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- 2612-11-12 AB 09/10/2012
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- 2724-11-12 GL 10/09/2012
- 3440-12-13 BS 10/16/2012
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- 13124-12-13 RC 11/12/2012
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- 3281-11-12 IH 11/18/2012
- 2939-11-12 BK 11/20/2012
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- 2628-11-12 SP 01/07/2013
- 13201-12-13 CL 01/16/2013
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- 13422-12-13 JT 02/08/2013
- 13104-12-13 RE 02/13/2013
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- 13350-12-13 JS 02/26/2013
- 13114-12-13 NF 02/28/2013
- 13216-12-13 AZ 03/09/2013
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- 13127-12-13 JZ 05/14/2013
- 13715-12-13 MP 05/17/2013
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- 13564-12-13 JH 05/28/2013
- 13357-12-13 BS 05/29/2013
- 13561-12-13 TL 06/06/2013
- 13341-12-13 DH 06/08/2013
- 13126-12-13 MD 06/12/2013
- 13543-12-13 AW 06/15/2013
- 13322-12-13 FC 06/28/2013
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K. School Construction

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- Office of Chief Counsel (717) 787-5500

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- Allyn, Brenda
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- Chicko, Wanda
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- Ciocco, Patricia
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- Gasker, Denise
- Gaskill, Carla
- Gavin, Patrick
- Gatto, George
- Gebhardt, Marilyn
- Gekoski, Carole
- Gelman, Lisa
- Gelotti, Scott
- Gentile, Richard
- Gentlesk, Jennifer
- Germont-Risser, Denise
- Gerry, Nancy
- Gialames, Christine
- Giampietro, Maria
- Gibson, Nancy
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- Gilbert, Sheila
- Glackin, Michael
- Glanski, Lawrence

- Gleason, Theresa
- Gonzalez, Luis
- Goodman, Eileen
- Gould, MaryEllen
- Graff, Diane
- Gramling, Linda
- Grazis, Carolyn
- Greco, Romaine
- Green, Debra
- Greenly, Lynne
- Greico, Susan
- Griffin, Leanna
- Grignol, Eric
- Grisolia, Jason
- Gyskewicz, Michelle
- Guagliardo, Laura
- Guignet, Dennis
- Gulnac, Nathanael
- Haas, Eileen
- Haas, Kelly
- Habecker, Mary
- Haddad, Chestine
- Hahn, Harry
- Hall, James
- Hall, Melissa
- Halter, Karl
- Hampson, Christie
- Haney, Lisa
- Hanlan, Elise
- Harchelroad, Jean
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- Harkins-Kondel, Cynthia
- Harland, Marcia
- Harris, Wendy
- Haslam, Carol
- Havers, Cynthia
- Hayes, Mary Carla
- Hazel, Karen
- Hazell, David
- Heard, Walter
- Heimbach, Ricky
- Heinle, Gloria
- Heitzenrater, Jon
- Helkenn, Marie
- Heltzel, Amy
- Henderson, Marjorie
- Henthorne (Wylovich), Angie
- Hershaff, Stuart
- Herb, Betsy
- Hering, Gloria
- Herman, Adriene
- Hersker, Robert
- Hertzler, Cynthia
- Hertzog, D. Jay
- Hesington, Michael
- Hewitt, April
- Heywood, Marlong
- Higgins, James
- Higgins, Melanie
- Hines, Sherri
- Hinton, Sylvia
- Hoch, Donna
- Hoffer, Craig
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- Iacovel, Kimberly
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- Jackson, Dorothea
- Jackson III, William
- Javier, Samantha
- Jendrey, Judith
- Johns, Janelle
- Johns, Jr., William
- Johnson, Elmore
- Johnson, June
- Johnson, Julia
- Jolly, Anju
- Jones, Christopher
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- Jones, Jeannette
- Jones, Jacquelyn
- Jones, Linda
- Jones, Mark
- Jones, Nicole
- Jordanoff, Katherine
- Judge, L. Loan
- Judy, Barbara
- Kaczor, Marjorie
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- Karch, Denise
- Kean, Steven
- Kearns, Jacqueline
- Keeney, Maureen
- Kegarsise, Kathleen
- Kelley, Karl
- Kelly, Michael
- Kennedy (Zajac), Kimberly
- Kent, Kelly
- Keys, Patricia
- Kibsey, Richard
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- Kiick, Karen
- Kimmins, Bernard
- Kinder, Lori
- King, LaVerne
- King-Hill, Kari
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- Kinsner, Kathy
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- Kirton, Juanita
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- Krell, Tracey
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- Kwasnick, Joann
- Kum, Sharon
- Kyle, Kaitlin
- LaFountain, Dawn
- Laisy (Lam), Anna
- Lally (Shortall), Dawn
- Lance, Linda
- Lang, Marsha
- Langford, Shawn
- Lanke, Jessica
- Lattus, Mary
- Laus, Celeste
- Law, Celeste
- Lawrence (Horvat), Rebekah
- LeDonne, Vittoria
- Lee, Yujina
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- Lemonovich, William
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- Levandusky, Mary Ann
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- Little, Ruth Ann
- Loch, Susan
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- Loy, Mary
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- Lukose, Rebecca
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- Lutz, Joan
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- Malloy, Marianne
- Maloney, Cathryn
- Manigrassi, Courtney
- Mann, Kerri
- Mapes, Susan
- Marcikonis, Mary
- Marro, Bethany
- Martin, Katherine
- Martin, Patrice
- Martindell, Sandra
- Mason, Lorrene
- Mason, Louise
- Massey (Carter), Jill
- Matkowski, Margot
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- McBride, Sarah
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- McClafferty, Kristen
- McClintic, Douglas
- McCracken, Brian
- McCracken, Faith
- McCrone, Ann Marie
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- McDonald, Karen
- McGarry, Colleen
- McGill, Danielle
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- McNeil, John
- Meckes, Linda
- Medetsky, Tova
- Meihl, Joseph
- Meisner (Maslar), Angela
- Merhaut, Joseph
- Meshanko, Sherrill
- Metz, Cynthia
- Meza, Hector
- Mickelberg, Judith
- Miller, Ava
- Miller, Darryl
- Miller, Pamela
- Miller, Stephen
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- Miller, Tracy
- Minear, William
- Mingin, Wesley
- Mitchell, Jeanette
- Molino, Sarah
- Moman, Sherry
- Mondock, Marci
- Monek, Gloria
- Monroe, Patrick
- Montgomery, Lois
- Moore, Jill
- Moore III, Lawrence
- Morris, Mary Beth
- Morrissey, James
- Morrow, Lindsay
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- Mosser, Alexandra
- Mucci, Christian
- Muir, Julisa
- Muir, Marjorie
- Mundt, Susan
- Murphy, Steffanee
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- Muller, Betty
- Murphy, John

- Murphy, Lori
- Murray, Heather
- Muscatello, Janet
- Myer, Barbara
- Myers, Patricia
- Nassar, Courtney
- Natale (Weston), Pamela
- Neilsen, Drew
- Nelson, Jr., Marion
- Nelson, Thomas
- Newby, Jane
- Newcombe, Ellen
- Newhart, Geraldine
- Newman, Dolores
- Nghiem, Chau
- Nicolaus, Leeann
- Niehoff, Jason
- Nieves, Sonia
- Noble, Maryellen
- Nowak, Christina
- Nyikos, Katalin
- Obert, Sherry
- O'Boyle, Minetta
- O'Brien, Beverly
- O'Connell, Elizabeth
- O'Connor, Martin
- Ogden, Lisa
- Oliver (Graves), Helen
- Ombres, Jennifer
- O'Neill, Lauren
- O'Neill, Michael
- O'Neill, Teresa
- Orehotsky, David
- Orndorf, Nathan
- Orndorff, Brandon
- Orris, Marcia
- Osburn (Yost), Cory
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- Papale, Marian
- Papurello, Ricky
- Parker, Donna
- Parker, Susan
- Parry, Alison
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- Pasko, Michael
- Patterson, Christine
- Paulits, Patricia
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- Pehowic (Crumb), Heather
- Pelleschi, Dugene
- Pennington, Adam
- Pensiero, Tra
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- Perry, Linda
- Perkins, Beverly
- Peterson, Andrea
- Peterson, Theresa
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- Petruzzelli, Kristin
- Pettit, Andrew
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- Phillips, Melissa
- Phillips (Kalmbach), Rebecca
- Piccirilli, Brandi
- Pilla, Filomena
- Pitchford, Michelle
- Pitorak, Susan
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- Platt, Michael
- Pollet, Susan
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- Pomaibo, Carmon
- Pomella, Stephen
- Pontzer, Cristina
- Porrecca, Marla
- Pownall, Mary
- Price, P. Robin
- Prego, Donna
- Prigg, Brenda
- Probst, Joan
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- Quann, Thomas
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- Quinn, William
- Quin, Donna
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- Ramage, Charlene
- Rannels, Carol
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- Renninger, Amie
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- Ridinger, Rebecca
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- Rodgers, Courtney
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- Roesch, Heather
- Rogers, Barry
- Rogers, Brenda
- Rooney, Todd
- Rosado, Rosa
- Rose, Gertrude
- Rosen, Ronald
- Rosenberg, Jennifer
- Rosini, Barbara
- Rossi, Jacob
- Rothrauff, Justin
- Rotteveel, Jmaea
- Rowe, Donna
- Ruba, Rachel
- Rubeis, Eileen
- Ruffini, Michael
- Ryan, Alice
- Ryan, Patricia
- Sabol, Angela
- Sack, Elaine Mazzei
- Sadoff, Maxine
- Saltiel, Susan
- Salvia, Elise
- Sanios, Joyan
- Santiago, Deborah
- Satira, Cara

- Savakinas, David
- Savitsky, Elizabeth
- Sawyer, Averyel
- Scalleat, Janine
- Scanlon, Patricia
- Scebelo, Alycia
- Scherer, Janice
- Schlegel, Jennifer
- Schmidt, Elaine
- Schreiber, Lora
- Schroeder, Tammi
- Schultz, Sandra
- Schwab (Caponi), Patricia
- Schwoebel, James
- Scott, Deborah
- Scott, Lakisha
- Scrimall, Marianne
- Scrivo, Coleen
- Scully, Sara
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- Seneca, Denise
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- Shepski, Lorie
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- Sherif, Gamal
- Shetler, Jonathan
- Shields, Molly
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- Shore, Matthew
- Shuey, Seth
- Shultz, Lois
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- Silva, Steven
- Simon, Bruce
- Simpson, Stuart
- Sims, Jessica
- Sink, Jean
- Sinkuc, Valerie
- Six, Linda
- Slates, Anne
- Slautterback, Bethany
- Slavkin, Jacqueline
- Slekar, Lori
- Slick, Cristy
- Slick, Deborah
- Smiles, Michelle
- Smiley, Judith
- Smith, Christina
- Smith, Gwendolyn
- Smith, Jeffrey
- Smith, Terri
- Smith, William
- Snyder, Andrea
- Snyder, Mark
- Snyder, Robin
- Solomon, Susan
- Sonson, Craig
- Sorrentino, Patricia
- Spadaccini, Adalis
- Spear, Elizabeth
- Spence, Stacy
- Stackiewicz, Stephen
- Stallone, Steven
- Stanhope, Rebecca
- Stapinski, Stanley
- Steck, Mary
- Stella, James
- Steltz, Marion
- Stephens, Darren
- Stephens, Matthew
- Stevens, Theresa
- Stewart, Katherine
- Stewart, Susan
- Stock, Christine
- Stockbower, Anne Marie
- Stockwell, Ronald
- Stoffere, Maureen
- Stone, Maria
- Stone, Michael
- Stoner, Malinda
- Stoner, Robert
- Storch, Eric
- Strickler, Erin
- Strouse, Kristen
- Tabron, Elizabeth
- Talbot, Sonya
- Talebi, Jila
- Tambellini, Marcia
- Taylor, Cheryl
- Tepe, Connie
- Tepel, Lyndsey
- Ternowchek, Jeanne
- Terwillinger, Darlene
- Terrace, Robert
- Territo, Patricia
- Terrizzi-Meyers, Jacqueline
- Tesla-Berry, Sandra
- Testa, Khristy
- Thomas-Shah, Zenobia
- Thompson, Debra
- Thompson, Nicole
- Timbario, Phyllis
- Timm, Melissa
- Tisoskey, Jennifer
- Torchia Thomas
- Tornetta, Maria
- Toto, Mary
- Tracey, John
- Trate, Ann
- Trause, Richard
- Travis, Theresa
- Trelly, Joseph
- Trusky, Eileen
- Tsikoudis-Perez, Euthalia
- Turner, Mary
- Tyson, Denise
- Tyson-Osif, Catherine
- Ulivitch, Melanie
- Uram, Bonita
- Urbano, Janet
- Valentovich, Joseph
- Valeriano (White), Nicole
- VanBuskirk, Cheryl
- Vanguard, Nelson
- Vaughey, Diane
- Vaverchak, Frances
- Velasquez, Joyce
- Veneziale, Laura
- Verdi, Amanda
- Vergith, Kathy
- Veron, Lindsay
- Vesolich, Anastacia
- Viray, Vita May
- Vogel, Michelle
- Volpe (Fittipaldo), Elaine
- Voss, Charlene

- Wagner, Danielle
- Wagner, Kimberly
- Walker, Eleanor
- Walker, Merry
- Walker, Richard
- Wall, Ryan
- Walls, Edward
- Walsh, Tracye
- Walters, Rikk
- Walzak, Gloria
- Wanner, Donna
- Warren, Mary Ann
- Ward, Raymond
- Waruszewski, Mary
- Watkoski, Rhonda
- Watson, Elizabeth
- Weber, Matthew
- Weidler, Daniel
- Weiner, Daniel
- Weiser, Kate
- Weiss, Leslee
- Weinrich, Walter
- Welch, Edward
- Weller, April
- Wengert (Bernecker), Denise
- Wentzel III, Harvey
- Wentzel, Jill
- Whipple, Tiffaney
- Whitby, Cecelia
- White, Deborah
- White, Francine
- Wiener, Heather
- Wilbourne, Earl
- Wilhide, Ty
- Wilkins, Kristen
- Williams, David
- Williams, Demetria
- Williams, Evelyn
- Williams, Jason
- Williams, Marianne
- Williamson, Deborah
- Willis, Alison
- Winkler, Paul
- Wise, Damaris
- Wise, Elizabeth
- Witherup, Thomas
- Wolf, Patricia
- Woods, Janice
- Workman, Regina
- Worley, Eric
- Wright, Wilbert
- Wynkoop, Elizabeth
- Wynne, Kimberly
- Yaccarino, Vanessa
- Young, Alexis
- Young, Deborah
- Young, Timothy
- Youssef, Neveen
- Yudt, Diane
- Yuknalis, John
- Zander, Kathy
- Zdarko, Jennifer
- Zdilla, Lawrence
- Zelno (Cottone), Christine
- Ziga, Gertrude
- Zoccoli, Donna Marie
- Zola, Michelle

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M. Adequate Yearly Progress Appeals

- *Kennett Consolidated School District v. Department of Education (2004)*
- *Reading School District v. Department of Education (2004)*
- *Penn Hills School District v. Department of Education (2005)*
- *Reading School District v. Department of Education (2005)*
- *Abington School District v. Department of Education (2006)*
- *Lenape Area Vocational-Technical School v. Department of Education (2006)*
- *Philadelphia School District v. Department of Education (2006)*
- *Agora Cyber Charter School v. Department of Education (2007)*
- *Chartiers Valley School District v. Department of Education (2007)*
- *Harrisburg School District Science and Technology High School v. Department of Education (2007)*
- *Imhotep Institute Charter High School v. Department of Education (2007)*
- *North Allegheny School District v. Department of Education (2007)*
- *Northside Urban Pathways Charter School v. Department of Education (2007)*
- *Philadelphia School District v. Department of Education (2007)*
- *Center for Student Learning Charter School at Pennsbury v. Department of Education*
- *Jeannette School District v. Department of Education (2010)*
- *Wissahickon School District v. Department of Education (2010)*
- *Manheim Central School District v. Department of Education (2011)*

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N. Intern Certificate Appeals

- *Bureau of School Leadership and Teacher Quality v. Virginia Casey*
- *Bureau of School Leadership and Teacher Quality v. Joseph DeLuca*
- *Bureau of School Leadership and Teacher Quality v. Laura Zlotowski*
- *Bureau of School Leadership and Teacher Quality v. Sarah Sleeper*
- *Bureau of School Leadership and Teacher Quality v. Karla Brown*
- *Bureau of School Leadership and Teacher Quality v. Erik Allsopp*
- *Bureau of School Leadership and Teacher Quality v. Charles Crissman*
- *Bureau of School Leadership and Teacher Quality v. David Cornelsen*
- *Bureau of School Leadership and Teacher Quality v. Erica Stout*
- *Bureau of School Leadership and Teacher Quality v. Jeffrey Liu*
- *Bureau of School Leadership and Teacher Quality v. Sakeenah El-Amin*
- *Bureau of School Leadership & Teacher Quality v. Chrystal Clodomir*
- *Bureau of School Leadership & Teacher Quality v. Kari Dalane*
- *Bureau of School Leadership & Teacher Quality v. Paul McDowell*
- *Bureau of School Leadership & Teacher Quality v. Laura Spreng*

- *Bureau of School Leadership & Teacher Quality v. Akin Ozturk*
- *Bureau of School Leadership & Teacher Quality v. Cherie Williams*
- *Bureau of School Leadership and Teacher Quality v. James Cooper*
- *Bureau of School Leadership and Teacher Quality v. Kamil Toprak*
- *Bureau of School Leadership & Teacher Quality v. Ivana Evans*
- *Bureau of School Leadership & Teacher Quality v. Narberth Rice*
- *Bureau of School Leadership & Teacher Quality v. Shana Smith*
- *Bureau of School Leadership & Teacher Quality v. Wayne Wade*

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O. Charter School Withholding Appeals

- *Abington School District v. Education Plus Academy Cyber Charter School, Docket Nos. BBFM-03-2015-02; BBFM-02-2015-13; BBFM-12-2014-14; BBFM-09-2014-08; BBFM-09-2014-06; BBFM-07-2014-03; BBFM-06-2014-02; BBFM-05-2014-04; BBFM-03-2014-04; BBFM-12-2013-15; BBFM-11-2013-03; BBFM-07-2013-02; BBFM-06-2013-04; BBFM-05-2013-02*
- *Abington School District v. Education Plus Academy Cyber Charter School. BBFM 01-2015-07; BBFM 02-2014-08*
- *Abington School District v. Education Plus Academy Cyber Charter School. BBFM 01-2015-07; BBFM 02-2014-08*
- *Avella Area School District v. Pennsylvania Leadership Charter School. BBFM 11-2013-05; 12-2013-13; 01-2014-06; 02-2014-05; 03-2014-01; 04-2014-04*
- *Bangor Area School District v. Agora Cyber Charter School. BBFM 12-2011-24*
- *Bensalem Township School District v. New Foundations Charter School, BBFM 03-2012-03*
- *Bristol Borough School District v. Pennsylvania Cyber Charter School, BBFM 12-2011-20*
- *Central Greene School District v. Pennsylvania Cyber Charter School, BBFM 11-2011-15*
- *Chartiers Valley School District v. Pennsylvania Leadership Charter School, BBFM 02-2013-11*
- *Cheltenham Township School District v. Education Plus Academy Cyber Charter School, Docket Nos. BBFM-08-2013-08; BBFM-10-2013-24; BBFM-12-2013-14; BBFM-02-2014-07; BBFM-04-2014-03; BBFM-05-2014-03; BBFM-06-2014-01; BBFM-07-2014-02; BBFM-09-2014-05; BBFM-12-2014-15; BBFM-02-2015-12*
- *Cheltenham Township School District v. Education Plus Academy Cyber Charter School, Docket Nos. BBFM 10-2012-11; 01-2013-16; 03-2013-01; 05-2013-10; 08-2013-07*
- *Chichester School District v. Chester Community Charter School, BBFM 01-2013-04*
- *Cocalico School District v. Pennsylvania Cyber Charter School, BBFM 11-2012-05*
- *East Stroudsburg Area School District v. Agora Cyber Charter School, BBFM 05-2013-11*
- *Fannett-Metal School District v. Achievement House Charter School, BBFM 04-2013-06*
- *Fort Cherry School District v. Pennsylvania Cyber Charter School, BBFM 04-2013-07*
- *Fort LeBoeuf School District v. Montessori Regional Charter School. BBFM 10-2012-20*
- *Freedom Area School District v. Achievement House Charter School, BBFM 04-2013-05*
- *Freedom Area School District v. Pennsylvania Cyber Charter School, BBFM 03-2012-05*
- *Freedom Area School District v. Lincoln Park Performing Arts Charter School, BBFM 12-2012-09*
- *Grove City Area School District v. Commonwealth Connections Academy Charter School, BBFM 11-2012-08*
- *Kennett Consolidated School District v. Pennsylvania Cyber Charter School, BBFM 02-2013-02*
- *Leechburg Area School District v. Pennsylvania Cyber Charter School, BBFM 09-2013-09*
- *Marple Newtown School District v. Agora Cyber Charter School, BBFM 08-2012-03; 12-2012-15; 04-2013-08; 05-2013-04*
- *Marple Newtown School District v. Achievement House Charter School. BBFM 08-2012-09*
- *North Hills School District v. Manchester Academy Charter School, BBFM 02-2012-11, 11-2012-01*
- *North Hills School District v. The Pennsylvania Cyber Charter School, BBFM 03-2012-07, 06-2012-08, 08-2012-01*
- *Methacton School District v. Pennsylvania Cyber Charter School. BBFM 11-2012-14*
- *Pottsville Area School District v. Gillingham Charter School, BBFM 07-2013-01*
- *Quaker Valley School District v. Pennsylvania Cyber Charter School, BBFM 11-2012-21*
- *Riverview School District v. Academy Charter School, BBFM 11-2012-16*
- *School District of Philadelphia v. KIPP Philadelphia Charter School, BBFM 12-2013-17, 03-2014-05, 02-2014-14, 00-2015-08, 02-2015-09, 06-2015-09, 04-2015-11, 12-2014-18*
- *School District of Philadelphia v. Antonia Pantoja Community Charter School, et al., BBFM 00-2016-24 through and including 00-2016-31, 10-2017-01, 08-2017-01 through 08-2017-04, 06-2017-16, 06-2017-20, 06-2017-24, 06-2017-25*
- *Unionville-Chadds Ford School District v. Pennsylvania Cyber Charter School, BBFM 11-2012-30*
- *Western Beaver County School District v. Lincoln Park Performing Arts Charter School, BBFM 12-2011-11*
- *Western Beaver County School District v. Pennsylvania Cyber Charter School, BBFM 11-2012-23*
- *William Penn School District v. Chester Community Charter School, BBFM 00-2015-07*
- *William Penn School District v. Eastern University Academy Charter School, BBFM 10-2012-27, 01-2013-10; 03-2013-04*

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P. Charter Schools Transportation Appeals

- *Norristown Area School District v. Renaissance Academy Charter School, BBFM 13-2012-02*
 - *Penn Hills School District v. Manchester Academy Charter School, BBFM 13-2013-01*
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Q. Miscellaneous

- *Abington School District v. Department of Education*
- *Ambridge Area School District v. Division of School Services # 1*
- *Ambridge Area School District v. Division of School Services # 2*
- *Athens Area School District v. Office of School Services*
- *Beaver Area School District v. School Services Office*
- *Bucks County Technical High School v. Morrisville Borough School District*
- *Boyertown School District v. Department of Education (180 Day Appeal)*

- *Bucks County Technical High School v. Bureau of Career and Technical Education*
 - *Budget Reform for Student Learning v. Department of Education*
 - *Catasauqua Area School District v. Department of Education*
 - *Central Columbia School District v. Hazleton Area School District*
 - *Commonwealth of Pennsylvania, School Services Office v. Triumphant Excellence Academy*
 - *Delaware Valley High School, Revocation of Alternative Education for Disruptive Youth*
 - *Dean N. Faix v. Office of Elementary and Secondary Education*
 - *Farrell Area School District v. Department of Education, Office of School Services*
 - *Greater Latrobe School District v. Bureau of Elementary and Secondary Education*
 - *Hazleton Area School District v. Department of Education*
 - *Highlands School District v. Office of School Services*
 - *Highlands School District v. Bureau of Budget and Fiscal Management*
 - *In Re: Grace B. Luhrs University Elementary School*
 - *In Re: Petition for Formation of Independent School District Consisting of Borough of Highspire*
 - *In Re: Petition to Establish an Independent School District for Property Situate in Jefferson Township, Somerset County*
 - *In Re: Stephen L. Pellathy*
 - *Independent School District Action-Porter Twp. Initiative v. East Stroudsburg and Wallenpaupack Area School Districts*
 - *Knauss, Keith v. Department of Education, Division of School Facilities*
 - *Lehigh Carbon Community College v. Office of Postsecondary Education, FY 00-01, 01-02*
 - *Montgomery County Community College v. Department of Education*
 - *Muhlenberg School District v. Department of Education (Mandate Waiver Appeal)*
 - *Newport Area School District v. Department of Education, Office of School Services*
 - *North Hills School District v. Department of Education*
 - *Northampton Area School District v. Department of Education (180 Day Appeal)*
 - *Octotara Area School District v. Department of Education (Single Audit Appeal)*
 - *Palisades School District v. The Lehigh Valley Charter High School*
 - *Peck, Shane B. v. Edward L. Rech, Office of Postsecondary/Higher Education, Division of Private Licensed Schools*
 - *Penn Hills School District v. Department of Education (180 Day Appeal)*
 - *Penn-Delco School District v. Pennsylvania Department of Public Welfare (DPW/PDE Interagency Dispute Appeal)*
 - *Pennsylvania Department of Education v. The Right Prep, LLC*
 - *Philadelphia School District v. Freire Charter School*
 - *Pocono Mountain School District v. Department of Education, Division of Subsidy Data and Administration*
 - *Pottsgrove Taxpayers Alliance v. Department of Education*
 - *Preeminence, Inc. v. Department of Education*
 - *Propel Schools v. McKeesport Area School District (Charter Residency Appeal)*
 - *Quaker Valley School District v. PA Distance Learning Charter School*
 - *Reed, Jennifer v. Bureau of Career and Technical Education*
 - *Ridley School District v. Bureau of Career and Technical Education*
 - *Schuylkill Intermediate Unit 29 v. Bureau of Special Education*
 - *Shenango Area School District v. The School at McGuire Memorial*
 - *Sleighton School v. Department of Education*
 - *Slippery Rock Area School District v. Pennsylvania Cyber Charter School*
 - *Springfield Township School District v. Department of Education (180 Day Appeal)*
 - *Stay on Top Tutoring, Inc. v. Division of Federal Programs*
 - *T.H. o/b/o K.B., minor v. Department of Education*
 - *Tobin, Gary v. Office for Elementary and Secondary Education*
 - *Upper Moreland School District v. Montgomery County Office of Mental Health/Mental Retardation (DPW/PDE Interagency Dispute Appeal)*
 - *Vivienne G. v. Division of School Services*
 - *Walter Palmer Leadership Charter School v. Philadelphia School District*
 - *West Mifflin School District v. Department of Education*
 - *Williams Valley School District v. Department of Education, Office of School Services*
 - *Young Scholars Kenderton Charter School v. Bureau of Special Education*
Office of Chief Counsel (717) 787-5500
- R. Bureau of School Support—Division of Charter Schools**
- 1. 2015 Cyber Charter School Decision (Decision on 2015 application approved/denied for the 2016-2017 school year)**
 - Advance Cyber Charter School Application (PDF)
 Contact: Division of Charter Schools (717) 787-9744
 - 2. 2014 Cyber Charter School Decision (Decision on 2014 application approved/denied for the 2015-2016 school year)**
 - Insight Cyber Charter School
 - Synergy Cyber Charter School
 - William Bailey Cyber Charter School Application
 Contact: Division of Charter Schools (717) 787-9744
 - 3. 2013 Cyber Charter School Decisions (Decisions on 2012 applications approved/denied for 2013-14 school year)**
 - Akoben Cyber Charter School
 - Insight PA Cyber Charter School
 - MB Resiliency Cyber Charter School
 - Mercury Online Cyber Charter School
 - PA Career Path Cyber Charter School
 - PHASE 4 American Cyber Charter School
 - Urban Cyber Charter School
 - V3 Cyber Charter School
 Contact: Division of Charter Schools (717) 787-9744
 - 4. 2012 Cyber Charter School Decisions (Decisions on 2012 applications approved/denied for 2013-14 school year)**
 - Achieving Community Transformation Decision
 - Akoben Cyber Charter Decision
 - Education Plus Academy Cyber Charter School Decision
 - Esperanza Cyber Charter School Decision
 - Innovate-U Cyber Charter School Decision
 - Mercury Online Cyber Charter School Decision

- Solomon World Civilization Cyber Charter School Decision

Contact: Division of Charter Schools (717) 787-9744

5. 2012 Cyber Charter School Renewal Decisions

- Achievement House Charter School

Contact: Division of Charter Schools (717) 787-9744

6. 2011 Cyber Charter School Renewal Decisions

- Commonwealth Connections Academy Cyber Charter School

- Pennsylvania Virtual Cyber Charter School

Contact: Division of Charter Schools (717) 787-9744

Western Michigan University Five-Year Charter School Evaluation (on PDE Website)

Contact: Division of Charter Schools (717) 787-9744

IV. INTERNAL GUIDELINES

A. Office of Elementary and Secondary Education

1. Bureau of Special Education

- Compliance Monitoring System
- Complaint Investigation Instructions

Contact: Maria Mardula (717-787-5770)

2. Bureau of School Support—Division of Student Services

- 21st Century Community Learning Centers Funding Application Guidelines

Contact: Carmen Medina (717-783-6466)

- Education for Homeless Children and Youth Request for Application Guidelines

Contact: Storm Camara (717-772-2066)

- Certificate of Eligibility of Migrant Education Children to Enroll in Program

- State Parent Involvement Committee Members for Migrant Education Program

- Travel Expense Policy for Reimbursement to Parents of Migrant Education Children Participating in State Parent Involvement Committee Meeting

- Equal Educational Opportunities to Pennsylvania Children Regardless of their Legal Status

Contact: Carmen Medina (717-783-6466)

3. Safe Schools Office

- Safe Schools Grant Application Guidelines

Contact: Russ Alves (717-783-6777)

B. Office of Postsecondary and Higher Education

1. Bureau of School Leadership and Teacher Quality

- Interstate Agreement on Qualification of Educational Personnel—Policy for Certification of Educational Professionals Across State Jurisdictions

- Policy Regarding Acceptance on Educational Testing Service Facsimile Score Reports

- Program Approval for Teacher Certification Programs: Chairperson's Handbook

- Program Approval for Teacher Certification Programs: Team Member's Handbook

- General Standards Interpretation and Guidelines: Review Team Worksheets

Contact: Debra Heath-Thornton (717-783-6720)

- Eligible Partnerships Application Guidelines

Contact: Debra Heath-Thornton (717-783-6720)

- Accepting State Certificates for 3 out of 7 Experience (December 29, 2008)

- Code of Conduct Block Not Checked (March 25, 2009)

- Date of Certificate Policy—Processing Procedures (April 16, 2008)

- Resubmittal of Declaration of Intent Forms (March 24, 2008)

- Certification Documentation for Non-U.S. Citizens (October 24, 2008)

- Notarization of Non-Citizen Documentation (November 25, 2008)

- Testing Memo (November 25, 2008)

Contact: Kerry Helm (717-772-4508)

2. Bureau of Postsecondary and Adult Education

a. Division of Adult Education Local Program Monitoring Tool

b. Division of Adult Education Monitoring Rubric

Contact: Amanda Harrison (717-772-3739)

V. OTHER

A. State Board of Education

- Resolution regarding standards for consideration of future alternative certification program requests

Contact: Karen Molchanow (717-787-3787)

B. Office of Elementary and Secondary Education—Bureau of Curriculum, Assessment and Instruction

- 2000 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2001 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2002 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2003 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2004 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2005 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2006 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2007 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2008 Mandate Waiver Applications Received and Action Taken (on PDE Website)

- 2009 Mandate Waiver Applications Received and Action Taken (on PDE Website)

Contact: Cindy Rhodes (717-783-9167)

- Pennsylvania Literacy Framework
Rebekah Baum-Leaman (717-783-6538)

C. Office of Postsecondary and Higher Education

1. Bureau of School Leadership and Teacher Quality

- Certification Testing Booklets

Contact: Kerry Helm (717-772-4508)

2. Postsecondary and Higher Education Operating Institutions of Higher Education in Pennsylvania Legally Authorized to Grant Degrees

Contact: Beth Runkle (717-787-4313)

D. Professional Standards and Practices Commission

- Professional Standards and Practices Commission—Pa. Code Title 22—Chapter 233 Bylaws—Statement of Policy, Annual Report, Educator Discipline Act 24 P.S. §§ 2070.1a—2070.18)

Professional Standards and Practices Commission—Professional Advisory Newsletter, Spring 2011

Professional Standards and Practices Commission—
Brochure—*Recognizing and Reporting Sexual Misconduct
under the Educator Discipline Act*—February 2016.

Professional Standards and Practices Commission—
Brochure—*The Ethical Educator and Professional Prac-
tices: Frequently Asked Questions*—February 2016.

Professional Standards and Practices Commission—
Brochure—*Roles and Responsibilities of Non-Certificated
Educators under the Educator Discipline Act*—February
2016.

Professional Standards and Practices Commission—
Brochure—*Why, When, and How Do I Report Educator
Misconduct?*—February 2016.

Professional Standards and Practices Commission—
Document—*Acceptance of Filings By Email*—June 2021

Professional Standards and Practices Commission—
Document—*Standing Practice Order*—June 2021

Professional Standards and Practices Commission—
Document—*Digital Tips for Educators*—June 2021
Contact: Shane Crosby (717) 787-6576

**ENVIRONMENTAL HEARING BOARD
(EHB)**

Adjudications, Opinions and Orders of the Environmen-
tal Hearing Board are published annually and are avail-
able on the Board's website at: <http://ehb.courtapps.com>.

Also available on the Board's website are the following
Guidance Materials: Filing Instructions and Notice of

- Appeal Form
- Electronic Filing Instructions and Guidance
- Practice and Procedure Manual
- Internal Operating Procedures
- Board Protocols During COVID-19 Emergency
- Interim Guidance on Attorney Fees and Costs

Contact: Maryanne Wesdock, Esq., Senior Assistant
Counsel, (412) 565-5245, mwesdock@pa.gov

**Department of
ENVIRONMENTAL PROTECTION
(DEP)
Policy and Technical Guidance Report
August 2022**

The following is a current list of the Department of Environmental Protection's (Department) draft and final technical guidance documents. These documents are available to view and download on the Department's online eLibrary at <http://www.depgreenport.state.pa.us/elibrary/>. Persons with questions or comments about a particular document should contact Abbey Cadden, at (717) 783-8727 or by e-mail to ra-epthepolicyoffice@pa.gov. The Department will continue to revise its technical guidance documents as necessary.

<i>Title</i>	<i>Identification Number</i>
<i>Policy Office</i>	
Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in Grants Review	012-0200-002
Policy for Applications for Technical or Financial Assistance Proposals	012-0200-004
Public Access to Information and Right to Know Law Policy	012-0200-005
DEP Mediation Confidentiality	012-0501-001
Environmental Justice Policy	012-0501-002
Policies and Procedures for Implementing the History Code	012-0700-001
Guidance for Implementation of the Agricultural Land Preservation Policy	012-0700-002
Confidential Security Information	012-0800-001
Development and Review of Regulations	012-0820-001
Policy to Encourage Voluntary Compliance by Means of Environmental Audits	012-0840-001
Policy for Development and Publication of Technical Guidance	012-0900-001
Policy on Public Participation in the Permit Review Process	012-0900-003
Public Participation in the Development of Regulations and Technical Guidance	012-1920-001
Advisory Committee Guidelines	012-1920-002
Policy on Meeting the Requirements of the 1996 Amendments to Engineer, Land Surveyor and Geologist Registration Law	012-2000-001
Policy for the Consideration of Community Environmental Projects in Conjunction with Assessment of Civil Penalty	012-4180-001
<i>Information Technology</i>	
DEP Locational Data Policy	013-0830-003
Loan of DEP Personal Computers to Local Procurement Units	013-0830-004
Suggested Formats for Required Electronic Deliverable Attachments	013-0830-005

<i>Title</i>	<i>Identification Number</i>
Formats for Required Electronic Deliverable CAD Attachments	013-0830-006
Formats for Required Electronic Deliverable GIS Attachments	013-0830-007
Geospatial Digital Data Submission Guideline	013-0830-008
<i>Office of Program Integration</i>	
Policy for PA Natural Diversity Inventory (PNDI) Coordination During Permit Review and Evaluation	021-0200-001
Policy for Permit Coordination	021-2000-301
Policy for Implementing the DEP Permit Review Process and Permit Decision Guarantee	021-2100-001
Policy for State Water Quality Certification Issuance for Interstate Natural Gas Transmission Pipeline Projects Regulated by the Federal Energy Regulatory Commission	021-2316-001
<i>Office of Administration</i>	
DEP Policy on Professional Work Assignments Conducted by Licensed Professional Engineers, Geologists	150-0200-001
<i>Laboratories</i>	
Operator Certification Program Guidelines	150-0200-002
Critical Elements for Certification of Laboratories for Chemistry	150-2302-001
Critical Elements for Certification of Laboratories for Microbiology	150-2302-002
Critical Elements for Certification of Laboratories for Radionuclides	150-2302-003
Procedures for the Approval and Accreditation of Laboratories in PA, Utilizing the NELAC Standards	150-2302-004
Procedures for the Approval and Accreditation of Drinking Water Laboratories in the Commonwealth of Pennsylvania	150-2302-005
Microbiology Incubation Units	150-4200-001
Guidelines for Sample Collection, Receipt, and Handling	150-4200-002
<i>Waste Management</i>	
Guidance on Radioactivity Monitoring at Municipal and Residual Waste Processing/Disposal Facilities	250-3100-001
Quality Assurance Program	250-3100-401
Execution of Release Forms by Waste Management Field Inspectors	250-3120-320
Purge Water from Groundwater Sampling	250-3130-763
Citing Inspection Violations	250-4000-001
Enforcement Actions	250-4000-002
Violations Requiring a Long Term to Correct	250-4000-003
Program Implementation Guidance	250-4000-004
Notices of Violations (NOVs)	250-4110-001
Calculation of Civil Penalties	250-4180-302
Risk Assessment Guidelines for Facilities Burning Hazardous Waste	251-0300-402
Exclusionary Siting Criteria—Hazardous Waste Treatment & Disposal	251-2000-704
Revisions to Exclusionary Siting Criteria Document	251-2000-705
Time Frame for Application of Hazardous Waste Exclusionary Siting Criteria	251-2000-706
Hazardous Sites Cleanup Act, Preapplication Meetings	251-2100-203
Policy and Procedure for Municipal Waste Facilities Equivalency Approvals	251-2100-727
Review Procedure for Hazardous Waste Transfer Facilities for PBR Status	251-2149-713
Guidance for the Application of Section 269a.(46)—Transportation Standards, Phase II Hazardous Waste Siting Criteria	251-2200-503
Performing Hazardous Waste Facility Inspections	251-3120-001
Reimbursement to Host County for Hazardous Review	251-5500-758
Section 902 Recycling Grant Applications that must comply with Act 57	252-5500-100
Review of Residual and Hazardous Waste Source Reduction Strategies	252-6600-516
Assessing the Potential for Vapor Intrusion into Buildings from Groundwater and Soil	253-0300-101

<i>Title</i>	<i>Identification Number</i>
Issuance of Grants for Technical Evaluations under HSCA	253-5500-612
Clean Fill Policy and Procedures	254-2000-715
Local Municipality Involvement Process	254-2100-100
Environmental Assessment Process, Phase I Review	254-2100-101
Municipal Waste Facility Review—Traffic Analysis	254-2100-102
Process for Evaluating Daily Volume	254-2100-103
Areas Where Municipal Waste Landfills (MWLF) are Prohibited	254-2153-721
Leak Detection Tests for Installed Liners	254-2153-723
Issue of Emergency Municipal Waste Transfer	254-2158-745
Guidelines for the Development of County Waste Management Plan Revisions	254-2212-504
Performing Municipal and Residual Waste Facility Inspection	254-3120-001
BMP's for Storage, Processing, or Disposal of Land-Clearing, Grubbing, and Excavation Wastes	254-5400-001
The Food Processing Residual Management Manual	254-5400-100
Best Practices for Environmental Protection in the Mushroom Farm Community	254-5401-001
Guidelines for Yard Waste Composting Facilities	254-5403-100
Guidelines for the Development and Implementation of PPG Plans for Generators/Burners of Waste Oil	254-5900-001
New Waste Streams Review	258-2000-764
Chemical Analysis	258-2000-767
Management of Fill	258-2182-773
Utilizing Published Data in Performing a Background Demonstration and Equivalent Site Evaluation for Naturally Occurring Vanadium	258-2182-774
<i>Environmental Cleanup and Brownfields</i>	
Policy for Coordinating Immediate Responses and Final Remediation of Releases of Regulated Substances	260-0500-001
Land Recycling Program Technical Guidance Manual for Vapor Intrusion into Buildings from Groundwater and Soil under Act 2	261-0300-101
Guidelines for the Storage Tank Cleanup Program—Identifying, Tracking and Resolving Violations for Storage Tanks	262-4000-001
Applicable or Relevant and Appropriate Requirements (ARARs) for Cleanup Response and Remedial Actions in Pennsylvania	262-4500-606
Outdoor Shooting Range Guidance	262-5400-001
Issuance of Grants for Technical Evaluations under Act 108	262-5500-001
Storage Tank Variances	263-0900-001
Stationary/Nonstationary Tanks	263-0900-006
Exemption From Registration Fees for Volunteer Fire Cos/Volunteer EMS Orgs	263-0900-009
Storage Tank Modification and Maintenance Issues	263-0900-011
Storage Tank Cleaning Activities	263-0900-012
Applicability of 40 CFR, Subpart 280, Sub G to Previously Closed Tanks	263-0900-014
Implementation of Act 16	263-0900-015
Implementation of Act 34	263-0900-016
UST/AST System Variances	263-0900-021
Verification of Emergency Containment Structures for Aboveground Storage Tanks	263-0900-022
Underground Storage Tank Class A and Class B Operator Training Courses	263-2300-001
Evaluation of Underground Storage Tank Liners	263-3120-001
Storage Tank Program Internal Policy on Inspections and On-Site Visits	263-3120-002
Guidelines for Conducting Underground Storage Tank Facility Operations Inspections	263-3120-003
Storage Tank Product Delivery Prohibition	263-4000-001
Penalty Assessment Matrix	263-4180-001
Storage Tank Program Compliance Assistance Strategy	263-4180-002

<i>Title</i>	<i>Identification Number</i>
Closure Requirements for Aboveground Storage Tank Systems	263-4200-001
Guidelines for the Evaluation of Underground Storage Tank Cathodic Protection Systems	263-4200-002
Guidelines for Reuse and Disposal of Hydrostatic Test Liquids	263-4200-003
Closure Requirements for Underground Storage Tank Systems	263-4500-601
<i>Air Quality</i>	
Guidance Document for the Pennsylvania Clean Vehicles Program	270-0810-005
Policy on Clean Alternative Fuel Conversion Systems	270-0810-007
Employer Trip Reduction Policy	271-5000-001
Interstate Ozone Reduction/Chapter 145 Regulation Overview	271-5000-002
Compliance Assurance Policy for Cement Kilns with CEMS	273-4000-001
Compliance Assurance Policy for Hospital Waste Incinerators	273-4000-002
Compliance Assurance Policy for Municipal Waste Incinerators, including Revisions	273-4000-003
Enforcement Policy for CEMS on Fluid Catalytic Crackling Units	273-4000-004
Enforcement Policy—CEMS and Coal Sampling/Analysis Systems	273-4000-005
Interim Compliance Strategy on RACT for NO _x Sources with CEMS	273-4000-007
Guidelines for Identifying, Tracking and Resolving Violations for Air Quality	273-4110-001
Guidance for Rounding, Determination of Significant Figures, Test Method Error Tolerances and Timeliness for Evaluation of Air Contaminant Emissions and Concentrations	273-4110-002
DEP/EPA Asbestos Demolition/Renovation Civil Penalty Policy	273-4130-001
Guidance for Application of Regional Civil Assessment Procedure	273-4130-003
Compliance Docket Procedure	273-4130-004
Stage II Penalty Assessment Guidance	273-4130-005
Stage I Penalty Assessment Guidance	273-4130-006
Compliance Strategy for Mushroom Composting Operations	273-5401-001
Continuous Source Monitoring Manual	274-0300-001
Continuous Emissions Monitoring Manual	274-0300-003
Applicability Determination for Continuous Source Monitoring Manual Revision No. 8 and PA EDR Record Type Formats and Reporting Instructions Version 2.00	274-0300-005
Policy for Stage II Vapor Recovery Testing Requirements	274-3100-001
Interim Procedures Pertaining to Continuous Source Monitoring System Quarterly Data Reports	274-3100-002
Air Quality Operating Permit—Protocol	275-2101-001
AQ Operating Permit—Permitting Procedures	275-2101-002
Air Quality Permit Exemptions	275-2101-003
AQ Operating Permit—Modification/Reactivation	275-2101-004
AQ Operating Permit—Delegation Conditions & Policy Performance Test Waivers	275-2101-005
AQ Operating Permit—Requirements	275-2101-006
AQ Operating Permit—Best Available Technology & Other Permitting Criteria	275-2101-007
AQ Operating Permit—Hazardous Waste Incineration	275-2101-008
AQ Operating Permit—Waste Derives Liquid Fuel Policies	275-2101-009
AQ Operating Permit—Air Toxics Policies	275-2101-010
AQ Operating Permit—Public Notification	275-2101-011
AQ Operating Permit—Prevention of Significant Deterioration	275-2101-014
AQ Operating Permit—Volatile Organic Compounds	275-2101-015
AQ Operating Permit—Continuous Source Monitors	275-2101-016
Radiation Protection	
Radiation Protection Compliance and Enforcement Guidance	290-4100-001
Conducting Radiological Performance Assessments For LLRW Disposal in PA	293-2400-001
Requirements for LLRW Minimization Plan	293-2400-003

<i>Title</i>	<i>Identification Number</i>
Radon Mitigation Standards	294-2309-002
Schematic Radon Mitigation Installation for New Construction	294-2309-004
Radon Reduction Techniques for Existing Detached Houses	294-2309-005
Application of Radon Reduction Techniques	294-2309-006
Using Engineered Structures to Provide Enhanced Containment	294-2400-002
Waterways Engineering and Wetlands	
Interagency Agreement with the Susquehanna River Basin	310-0600-002
Chapter 105 Alternatives Analysis	310-2100-002
Environmental Considerations for the Construction and Operation of Trenchless Technology	310-2100-003
Implementation Plan for Act 162 of 2014	310-2135-001
Riparian Buffer or Riparian Forest Buffer Equivalency Demonstration	310-2135-002
Riparian Buffer or Riparian Forest Buffer Offsetting	310-2135-003
Pennsylvania Function Based Aquatic Resource Compensation Protocol	310-2137-001
Pennsylvania Wetland Condition Level 2 Rapid Assessment Protocol	310-2137-002
Pennsylvania Riverine Condition Level 2 Rapid Assessment Protocol	310-2137-003
Pennsylvania Lacustrine Condition Level 2 Rapid Assessment Protocol	310-2137-004
Chapter 105 Water Obstruction & Encroachment Permit Comprehensive Environmental Assessment of Proposed Project Impacts	310-2137-006
Land Acquisition Policies	310-2139-002
Criteria and Fees for Dam Safety Limited Power Permits	310-2140-001
Annual Dam Inspection Report Policy	310-3120-001
Category 3 Dam Inspection Program	310-3140-002
Guidelines for Performing an Incremental Dam Breach Analysis and Downstream Inundation Study	314-2139-001
Water Management	
Conservation District Fund Allocation Program	361-0100-001
Chesapeake Bay Nonpoint Source Pollution Abatement Program	361-0100-002
Manure Management for Environmental Protection	361-0300-001
Field Application of Manure	361-0300-002
Principles for Ground Water Pollution Prevention and Remediation	361-0800-001
Administrative Manual for the Special Projects Funding Program of the Pennsylvania Chesapeake Bay Program	361-5500-001
Chesapeake Bay Financial Assistance Funding Program Guidelines	361-5500-004
Manual for Land Treatment of Wastewater	362-0200-009
Guidelines for Design, Installation and Operation of Small Flow Treatment Facilities	362-0300-002
Sewage Facilities Planning: Preparing Act 537 Update Revisions	362-0300-003
A Guide to Requirements and Procedures For Obtaining Permits Etc. for Industrial Wastewater Mgt. Systems	362-0300-004
Handbook—NPDES Permit for Industrial Wasterwater Dischargers	362-0300-006
NPDES Program Implementation—MOU Concerning WQM, NPDES Program Implementation, and Related Matters	362-0400-001
Locational Data Policy for the Wastewater Management Program	362-0830-001
Permitting Policy and Procedure Manual	362-2000-001
Policy for Permitting Surface Water Diversions	362-2000-003
Conducting Technical Reviews of Minor NPDES Renewal Applications	362-2000-008
Technology-Based Control Requirements for Water Treatment Plant Wastes	362-2183-003
Technical Guidance for Development of NPDES Permit Requirements Steam Electric Industry	362-2183-004
Guidelines for Agricultural Utilization of Sewage Sludge	362-2192-003
Guidelines for Identifying, Tracking and Resolving Violations for the Land Application of Biosolids	362-2192-004

<i>Title</i>	<i>Identification Number</i>
Review and Coordination of Chapter 94 Reports and Act 537 Planning	362-2206-001
Policy Establishing New Program Direction for Act 537 Comprehensive Planning	362-2206-007
Impact/Subsurface Disposal on Ground Water Nitrate-Nitrogen Levels	362-2207-004
Administration of Fee Collection for Planning Module Reviews	362-2207-008
Municipal Guidance—Reconstructive Planning	362-2208-002
Act 537 Program Guidance; Local Agency, Municipality Evaluation and Compliance Activity	362-4000-003
Act 537 Program Guidance, Sewage Enforcement Officer Evaluation and Compliance Activity	362-4000-004
Act 537 Program Guidance—Identifying, Tracking, and Resolving of Sewage Facilities Act Violations	362-4000-005
Guidelines for Identifying, Tracking and Resolving Violations for Water Quality	362-4000-006
Guidance for Calculating Civil Penalty Assessment Amounts under the Sewage Facilities Act	362-4180-004
Act 537 Program Guidance: Civil Penalty Assessment Processing	362-4180-005
Civil Penalty Assessment Informal Hearing Procedure	362-4180-006
PA Sewage Facilities Act 537, Enforcement Reimbursement	362-5512-001
Act 537 Sewage Facilities Planning Grants	362-5512-002
Recognition of Selected Cost Items Associated with "Inflow and Infiltration Studies"	362-5512-003
Recognition of Cost Items Associated with Concurrent Act 537 and Combined Sewer Overflow LTCP Planning	362-5512-004
Delegation of Authority for Chapters 105-106	363-0200-002
Pennsylvania Wetland Replacement Project	363-0200-003
Design Criteria—Wetland Replacement/Monitoring	363-0300-001
Delegation of Chapter 105 Functions to County Conservation Districts	363-0600-001
Interagency agreement with Susquehanna River Basin Commission	363-0600-002
Agreement with the U.S. Army Corps of Engineers	363-0600-003
Delegation of Chapter 105 Functions to Oil & Gas and Field Operations	363-2100-002
Underground Utility Line Construction	363-2134-012
Permit Guidelines for Phased Projects for NPDES Stormwater Discharges, w/Erosion and SPC & WRP Permits	363-2134-013
Criteria and Fees for Waterways Management Limited Power Permits	363-2140-001
Chapter 105 General Permits	363-2141-001
Guidelines for Determining Bonds	363-2505-001
Guidance for Reviewing Capital Grants for Construction	381-5500-001
DEP and Pennsylvania Infrastructure Investment Authority Agreement	381-5511-012
Guidance on the Utilization of Disadvantaged Business Enterprise Firms (DBE)	381-5511-014
Guidelines for the Uniform Environmental Review Process	381-5511-111
Policy for Recognizing succession to Water Rights as a Result of Change of Ownership	382-2130-012
Disadvantaged Business Enterprise (DBE) Firm Solicitation Guidance	382-5511-014
Summary of Key Requirements for Phase 2 & Phase 5 Wellhead Protection Rule	383-0810-105
Summary of Key Requirements for Vended/Bulk Water Hauling	383-0810-303
Design Standards for Bottled Water, Bulk Water Hauling, Water Vening Machines and Retail Water Facilities	383-2126-303
Permitting of Bulk Water Hauling Systems	383-2127-103
Surveillance Strategy and Implementation Guidance	383-3120-101
Pennsylvania Vulnerability Assessment Summary	383-3500-105
Stormwater Management for Agricultural High Tunnels	383-4200-001
Soil Erosion and Sedimentation Control Manual for Agricultural Operations	383-4200-002
Reporting Requirements for Spills and Pollution Incidents Under Pennsylvania's Clean Streams Law	383-4200-003
Wastewater Treatment Requirements	385-0810-001

<i>Title</i>	<i>Identification Number</i>
Designation Criteria for Regulated Small Municipal Separate Storm Sewer Systems (MS4)	385-0820-001
Pennsylvania Combined Sewer Overflow Policy	385-2000-011
Policy and Procedure for NPDES Permitting of Discharges of Total Dissolved Solids (TDS)—25 Pa. Code § 95.10	385-2100-002
Reuse of Treated Wastewater Guidance Manual	385-2188-002
Domestic Wastewater Facilities Manual	385-2188-004
Small Flow Treatment Facilities Manual	385-2188-005
Manual for Land Application of Treated Sewage and Industrial Wastewaters	385-2188-006
Experimental Onlot Wastewater Technology Verification Program	385-2208-003
Technical Decision Making and the Use of Technology in Onlot Sewage System Repair Situations	385-2208-004
Act 537 Program Guidance; Training Provider Manual for the Pennsylvania Onlot Sewage System Training Program	385-2314-001
Act 537 Guidance; Sewage Enforcement Officer Certification and Training Program	385-2314-002
Field Order Instruction Manual for the Clean Water Program	385-4000-002
Pennsylvania Post-Construction Stormwater Management (PCSM) Manual	386-0300-001
Application Review Instructions for NPDES CAFO Permits and Water Quality Management Permits for Manure Storage Facilities	386-2100-001
Erosion and Sedimentation Pollution Control Manual	386-2134-001
Act 162 Implementation Guidance	386-2135-001
Commonwealth of Pennsylvania Coastal Zone Management Program and Final Environmental Impact Statement	386-3000-001
Cryptosporidia, E.Coli, and Turbidity LT2ESWTR Laboratory Instructions for Public Water Systems Using Surface Water or Groundwater Under the Direct Influence of Surface Water (GUDI) Sources	390-3301-001
Water Quality Antidegradation Implementation Guidance	391-0300-002
Pennsylvania's Capability Enhancement Strategy	391-0400-001
Establishment of Alternate Thermal Effluent Limitations	391-2000-002
Determining Water Quality Based Point Source Effluent Limits	391-2000-003
Implementation Guidance Design Conditions	391-2000-006
Technical Reference Guide—Wasteload Allocation Program for Dissolved Oxygen and Ammonia Nitrogen	391-2000-007
Implementation Guidance for the Sampling and Analysis of Osmotic Pressure	391-2000-008
Implementation Guidance for Phosphorus Discharges to Lakes, Ponds, and Impoundments	391-2000-010
TRG PENNTOXSD for Windows PA Single Discharge Wasteload Allocation Program for Toxics	391-2000-011
Implementation Guidance of Section 93.7 Ammonia Criteria	391-2000-013
Implementation Guidance for Evaluating Wastewater Discharges to Drainage Ditches and Swales	391-2000-014
Implementation Guidance for Total Residual Chlorine (TRC) Regulation	391-2000-015
Implementation Guidance for Temperature Criteria	391-2000-017
Implementation Guidance for Section 95.9 Phosphorus Discharges to Free Flowing Streams	391-2000-018
Implementation Guidance for Application of Section 93.5(e)	391-2000-019
Protocol/Estimating First Order Pollutant Fate Coefficients/Volatile Organic Substances	391-2000-020
Field Data Collection & Evaluation Protocol/Determining Stream & Point Source Discharge Hardness	391-2000-021
Ambient Water Quality in the Determination of Wasteload Allocations and NPDES Effluent Limitations	391-2000-022
Design Stream Flows	391-2000-023
Field Data Collection and Evaluation Protocol for Deriving Daily and Hourly Discharge Coefficients	391-2000-024
Drinking Water and Wastewater Systems Operator Certification Program Handbook	391-2300-001

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Operator Certification Program Board Guidelines	391-2300-002
Training Provider Manual for the Pennsylvania Water and Wastewater System Operator Training Program	391-2300-003
Filter Plant Performance Evaluations and Response	391-3120-001
Quality Assurance Work Plan: Advanced Treatment Model—Calibration/Verification Surveys	391-3200-008
Evaluation of Phosphorus to Lakes, Ponds & Impoundments	391-3200-013
Stormwater Management Guidelines and Model Ordinances	392-0300-001
Comprehensive Stormwater Management Policy	392-0300-002
Guidelines for Identification of Critical Water Planning Areas	392-2130-014
Guidelines for Development of Critical Area Resource Plans	392-2130-015
Working Guide to the Lead and Copper Rule	393-0300-001
Health Effects and Risk Management Staff Handbook	393-0400-001
Key Requirements for Transient Noncommunity Water Systems	393-2128-001
Revised Total Coliform Rule	393-2129-001
Consumer Confidence Report Handbook	393-2129-002
Policy for Responding to Loss of Positive Pressure Situations in the Distribution System	393-2129-003
Policy for Issuing and Removing Water Supply Warnings	393-2129-004
Situations Requiring One-Hour Reporting to the Department of Environmental Protection	393-2129-005
Safe Drinking Water Program Field-Related Compliance	393-3000-001
New Source Sampling Requirements for Surface Water Sources	393-3130-108
Community and Nontransient Noncommunity Water Systems: New Source Sampling for Groundwater Sources	393-3130-208
Transient Noncommunity Water Systems: New Source Sampling Requirements for Groundwater Sources	393-3130-308
Laboratory Reporting Instructions for Total and Fecal Coliform Bacteria	393-3301-001
Guide to Laboratory Reporting Instructions for BVRBs	393-3301-002
Turbidity and LT2 ESWTR Reporting Instructions for Public Water Systems Using Filtered Surface Water or GUDI Systems	393-3301-003
Laboratory Reporting Instructions, Lead and Copper Rule	393-3301-004
Laboratory Reporting Instructions/Radiological Contaminants/Drinking Water Distribution	393-3301-005
Filter Rule Reporting Instructions for Public Water Supply Systems Using Unfiltered Surface Water	393-3301-006
Laboratory Reporting Instructions for Disinfectant Residuals, Disinfection Byproducts and Precursors	393-3301-007
Water Quality Parameter Reporting Instructions for the Lead and Copper Rule	393-3301-008
Laboratory Reporting Instructions for Chemical Contaminants	393-3301-009
Guidelines for Identifying, Tracking and Resolving Violations for the Drinking Water Program	393-4000-001
Working Guide to the Lead and Copper Rule	394-0200-003
Commonwealth of Pennsylvania Coastal Zone Management Program and Final Environmental Impact Statement	394-0300-001
Ground Source Heat Pump Manual	394-0300-002
Working Guide to the Lead and Copper Rule	394-0300-003
Safe Drinking Water Program Compliance Strategy	394-0400-001
Principles for Ground Water Pollution Prevention and Remediation	394-0800-001
PA's Continuous Planning Process (CPP) for Water Quality Management 1999 Update	394-0810-001
Summary of Key Requirements for Surface Water Identification Protocol	394-0810-002
Locational Data Policy for the Water Allocation Program and the Water Use Data System	394-0830-001
Municipal Reference Document—Department Guidance for the Bluff Recession and Setback Act	394-2000-001
PA's Nonpoint Source Management Program	394-2000-002
Comprehensive State Ground Water Protection Program (CSGWPP)	394-2000-003

<i>Title</i>	<i>Identification Number</i>
Guidance for Construction and Operation Permits Guidance	394-2000-004
Pilot Plant Filtration Studies for Filtration of Surface Sources	394-2000-005
DEP Permit Guide to Public Water Systems	394-2100-001
Treatment of Groundwater Under the Direct Influence of Surface Water Sources at Noncommunity Water Systems and Small Community Water Systems	394-2100-002
DEP Approval Guide for Noncommunity Water Systems	394-2100-003
Aquifer Testing Guidance for Public Water Systems	394-2125-001
4-Log Treatment of Viruses Demonstration Guidance	394-2125-002
Proposals to Add or Remove Fluoridation Treatment by a Community Water System	394-2125-003
Public Water Supply Manual, Part 2—Community Water System Design Standards	394-2125-004
Development of a Replacement Source for a Community Water System	394-2125-005
Permitting of Vended Water Systems	394-2126-001
Permitting of Retail Water Facilities	394-2126-002
Public Water Supply Manual, Part IV—Noncommunity System Design Standards	394-2128-002
Guidance for Evaluating Alternate Recycle Return Locations Proposed Under the FBRP	394-2129-001
General Policy and Procedures for the Review of Water Allocation Permit Applications	394-2130-001
Subsidiary Water Allocation Permit Requirement	394-2130-002
Attorney General Opinion 361 re: 1939 Water Rights Act	394-2130-003
Rescission of Water Rights	394-2130-004
Policy for Regulation of Interbasin Transfers	394-2130-005
Metering of Withdrawals under Orders of Confirmation	394-2130-006
Constant Gallons per Capita per Day (GPCD)	394-2130-007
Permit Life	394-2130-008
Recognizing Succession to Water Rights as a Result of Changes of Ownership	394-2130-009
Screening Criteria on Water Quality/Quantity Impacts for Drinking Water Permits	394-2131-001
Groundwater Monitoring Guidance Manual	394-3000-002
Safe Drinking Water Program Field-Related Compliance	394-3000-003
Corrosion Control Treatment—Basic Feasibility Study	394-3000-005
Public Water Supply Manual, Part 7	394-3100-002
Public Water Supply Manual, Part 5, App A	394-3110-001
Giardia Sampling and Response	394-3130-001
Pennsylvania's Ground Water Quality Monitoring Network: Ambient and Fixed Station Network	394-3200-001
Quality Assurance Work Plans for Groundwater Monitoring Stations	394-3200-002
Guidance for Surface Water Identification	394-3500-001
Surface Water Identification Protocol—NCWS	394-3500-002
Source Water Assessment and Protection Program	394-5000-001
Riparian Forest Buffer Guidance	394-5600-001
Public Water Supply Manual, Part VI	394-5900-001
Field Operations	
Policy for Model Permit Application Process	400-2000-300
Guidelines for the Development and Implementation of Environmental Emergency Response Plans	400-2200-001
Emergency Operations Plan	400-5900-101
Policy for Authorizing Emergency Response Expenditure	400-5900-102
Policy for Emergency Response Critiques	400-5900-103
Policy for Authorities of DEP On-Scene Coordinators	400-5900-104
Policy for Emergency Response Contracting	400-5900-105
Policies for Authorities of DEP's Director of Emergency Response	400-5900-107

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Policy for Contracting with Fire Companies or HAZMAT Teams	400-5900-108
Policy for Authorization of Emergency Transport/Storage of Hazardous Waste	400-5900-109
Policy for Field Order Authorization of Emergency Response Team	400-5900-110
Procedures for Emergency Contracting to Extinguish Mine Fire	400-5900-111
Policy for Gasoline Fume Emergency Criteria	400-5900-112
Chlorine Safety Procedures	400-5900-113
Hazardous Material and Hazardous Atmosphere Safety Policy	400-5900-114
Policy for Electrofishing Personnel and Equipment Safety	400-5900-116
Acid Mine Drainage Set-Aside Program: Program Implementation Guidelines	546-5500-001
Oil and Gas Management	
Oil and Gas Well Drilling Permit Applications and Related Approvals	550-2100-003
Transfer of Oil and Gas Well Permit or Registration	550-2100-004
Redrilling Incidental to Authorized Plugging of an Abandoned Well	550-2100-005
Coal Pillars	550-2100-006
Approval of Brine Roadspreading Plans	550-2100-007
Oil and Gas Locational Guidance	550-2100-009
Interim Technical Guidance For Attachments to Electronic Submissions—Oil and Gas Program	550-2500-001
Guidelines for Submitting Oil/Gas Bonds	550-2501-101
Civil Penalty Assessments in the Oil and Gas Program	550-4180-001
Addressing Spills and Releases from Oil & Gas Wells and Related Operations	550-5000-001
Guidelines for Implementing Area of Review of Regulatory Requirements for Unconventional Wells	800-0810-001
Policy for the Replacement or Restoration of Private Water Supplies Impacted by Unconventional Operations	800-0810-002
Guidelines for Development of Operator Pressure Barrier Policy for Unconventional Wells	800-0810-003
Guidelines for Chain Pillar Development and Longwall Mining Adjacent to Unconventional Wells	800-0810-004
Prioritized Review Guidance Document Under the Erosion and Sediment Control General Permit (ESCGP 3)	800-2100-001
Interim Policy for NPDES Permits for Stormwater Discharges Associated with Construction Activities at Oil & Gas Wells	800-2100-008
Guidelines for the Development and Implementation of Oil & Gas Well Site Integrated Contingency Plans for Unconventional Well Sites	800-2200-001
Guidance for the Development and Implementation of O&G Well Site Integrated Contingency Plans for Unconventional Well Sites	800-5900-001
Standards and Guidelines for Identifying, Tracking and Resolving Oil and Gas Violations	820-4000-001
Mining Programs	
Interagency Agreement with the Fish and Boat Commission	560-0600-101
MOU Between PA Game Commission and DEP	560-0600-102
Interagency Agreement, Historical Museum Commission	560-0600-104
Interagency Agreement, Waste Management	560-0600-105
Office of Surface Mining MOU	560-0600-204
Mine Drainage Treatment Trust Real Property Disposition Guidelines	560-5000-001
Insurance Sales Guidance	561-5300-101
Damage Claim Processing	561-5300-201
Environmental Good Samaritan Projects	562-2000-001
Changes to Licenses, Bonds and Permits	562-2000-703
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Blasting Activity Permits and Permits by Rule	562-2100-001
Alternative Peak Particle Velocity or Airblast Level	562-2100-002

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Municipal Mining Licenses, Permits and Bonds	562-2100-704
Aboveground Storage Tanks on Coal Mine Permit Areas	562-2112-101
Prompt Closure of Abandoned Underground Mine Openings	562-2112-315
Sealing Bituminous Underground Mine Openings	562-2112-316
Sealing Anthracite Underground Mine Openings	562-2112-317
Blasting Near Utility Lines on Mining and Construction Sites and Bituminous Coal Mining Within the Right-of-Way or Easement of Utility Lines	562-2112-503
Blasting Complaint Protocol	562-2112-504
Blaster's License Suspension and Revocation Procedure	562-2402-501
Insurance Requirements and Water Supply Replacement Assurance	562-2500-702
Surety Reclamation of Bond Forfeiture Sites	562-2504-312
Coal and Industrial Mineral Mining Inspections	562-3000-102
Field Evaluation of Pit Size Variances	562-3000-105
Applicant Violator System (AVS) Inspections	562-3000-110
Applicant Violator System (AVS) Compliance	562-3000-802
Fixing Water Samples	562-3200-203
Normal/Favorable Planting Season	562-3200-205
Citizens' Requests: Receiving, Tracking, Investigating, Appealing and Filing	562-3900-402
Water Supply Replacement and Compliance	562-4000-101
Increased Operation and Maintenance Costs of Replacement Water Supplies on All Coal and Surface Noncoal Sites	562-4000-102
Compliance/Enforcement Procedures	562-4100-301
Alternative Enforcement	562-4100-307
Explosives Program Compliance/Enforcement Procedures	562-4100-311
Bond Forfeiture	562-4170-308
Noncoal Civil Penalty Assessments	562-4180-101
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Civil Penalty Assessments for Coal Mining Operations	562-4180-306
Reclamation in Lieu of Cash Payment for Civil Penalties	562-4180-309
Bankrupt Surety Company Bond Replacement Requirements and Civil Penalty Calculations	562-4180-310
Civil Penalty Collections	562-4180-311
Surface Mine Accident Investigations	562-5900-001
Engineering Manual for Mining Operations	563-0300-101
Government-Financed Construction Contracts	563-2000-001
Incidental Coal Extraction for Government-Financed Construction Projects or Government-Financed Reclamation Projects	563-2000-003
Coal Exploration	563-2000-102
Homeowner Notification of Right to Pre-Blast Survey	563-2000-204
Right of Entry	563-2000-208
Review Process for Approval of a Bituminous Coal Blast Plan	563-2000-223
Use of Reclamation Fill at Active Noncoal Sites	563-2000-301
Beneficial Use of Sewage Sludge at Active Mine Sites	563-2000-602
Roads Associated with Coal Mining Activities	563-2000-609
Validating Abandoned Underground Mine Maps and Establishing Barrier Pillars	563-2000-610
Surface Water Protection—Underground Bituminous Coal Mining Operations	563-2000-655
Coal Mine Activity Permit Renewals	563-2100-216
Noncommercial Exemption from Requirements of the Noncoal Surface Mining Conservation and Reclamation Act	563-2111-101

<i>Title</i>	<i>Identification Number</i>
Building Construction Exemption from Requirements of the Noncoal Surface Mining Conservation and Reclamation Act	563-2111-102
Stabilizing Pre-Act Highwalls, Noncoal Operations	563-2111-111
Highwall Stability In Long-Term, Multiple Bench Quarries	563-2111-112
Borrow Pits for Oil and Gas Well Development Activities	563-2111-115
Beneficial Use of General Permit Materials at Active Coal Mines	563-2112-001
Implementation of Remining Regulations	563-2112-002
Aboveground Storage Tanks on Coal Mine Permit Areas	563-2112-101
Developing National Pollutant Discharge Elimination System (NPDES) Permits for Mining Activities	563-2112-115
Boundary Changes to Mining Permits	563-2112-203
Review Guide and Written Findings	563-2112-205
Completeness Review for Acceptance of Coal Mining Activity Permit Applications	563-2112-211
Evaluation and Approval of Land Use Changes for Surface Coal Mine Operations	563-2112-212
Coal Surface Mining Activity Permit Pre-Application Review	563-2112-214
Review of Accepted Coal Mining Activity Permit Applications	563-2112-215
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Permit Transfers for Coal and Noncoal Operators	563-2112-218
Cumulative Hydrologic Impact Assessments (CHIAs)	563-2112-219
Coal Surface Mining—Oil and Gas Well Barriers	563-2112-222
Guidelines for the Beneficial Use of Coal Ash at Coal Mines	563-2112-228
Evaluation and Approval of Innovative Mining and Reclamation Techniques	563-2112-603
Auger Mining	563-2112-604
Water Supply Replacement and Permitting	563-2112-605
Procedures for Establishing the Quantity of Water in Low-Yield Wells	563-2112-606
Marketing of Anthracite Coal Reject Materials	563-2112-607
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Determining Eligibility of Pre-Existing Pollutational Discharges under Subchapter F of 25 Pa. Code Chapter 87 and Subchapter G of 25 Pa. Code Chapter 88	563-2112-610
Permitting Pre-existing Pollutational Discharges under Subchapter F of 25 Pa. Code Chapter 87 and Subchapter G of 25 Pa. Code Chapter 88	563-2112-611
Remining of Areas with Pre-existing Pollutational Discharges	563-2112-613
Underground Mining Near Oil and Gas Wells	563-2112-652
Permitting Ventilation Boreholes for Underground Coal Mines	563-2112-653
Technical Review, Mine Stability	563-2112-654
Liners—Impoundments, Stockpiles and Coal Refuse Storage Areas	563-2112-656
Underground Mining—Delineating Protection Zones for Public Water Supplies	563-2112-657
Imminent Hazards Associated with Subsidence from Active Mining	563-2112-658
Coal Refuse Disposal—Site Selection	563-2113-660
Noncoal Surface Mining Payment in Lieu of Bond	563-2500-401
Conventional Bonding for Land Reclamation	563-2504-001
Land Maintenance Financial Guarantees	563-2504-002
Procedures for Calculating Mine Subsidence Bonds	563-2504-101
Blanket Bond Program for Coal Surface Mine Sites	563-2504-201
Anthracite Mine Operator's Emergency Bond Loan (A.E.B.L.) Program	563-2504-405
Bonding, Direct Submittal of Bonds	563-2504-407
Phased Deposit of Collateral Coal and Noncoal Mining	563-2504-409
Processing Completion Reports	563-2504-411
Evaluating Postmining Discharges	563-2504-412

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Financial Assurance and Bond Adjustments for Mine Sites With Post-mining Discharges	563-2504-450
Bonding, Anthracite Underground Mines	563-2504-451
Qualifying, Processing and Tracking Financial Guarantees and Bond Credits	563-2504-501
Monitoring, Compliance and Bond Release for Subchapters F and G Permits	563-2504-612
<i>Mine Safety</i>	
Accident Reporting Requirements	580-0100-001
Section 316(h): Use of Electronic Atmospheric Detectors in lieu of Approved Flame Safety Lamps	580-2200-003
Procedures for Processing Requests to Adopt New Items or Methods	580-2200-004
Guidelines for Use of Internal Combustion Motors in Underground Mines other than Coal	580-2200-008
Use of Electronic/Oxygen Detectors in Lieu of Approved Flame Safety Lamps	580-2200-009
Underground Storage of Explosives	580-2200-010
Safety Requirements for Construction of Shafts for Underground Mines	580-2200-011
Section 247—Guidelines to Approve Ventilation Plans for Abandoned and Unused Mine Areas	580-2219-002
Section 253(b)—Guidelines for Approving Roof Bolts as Primary Support	580-2219-003
Alternate Method of Test Drilling	580-2219-004
Submission of Mine Maps when a Mine is Abandoned	580-2219-008
Bureau of Deep Mine Safety's Compliance and Enforcement Procedures	580-3000-002
Clarification of Pertinence of DEP Statutes Concerning Coal Processing Facilities	580-3000-005
Underground Mine Accident and Production/Man-hour Reporting	580-3300-001

**Department of
GENERAL SERVICES
(DGS)**

I. POLICY STATEMENTS**A. Deputy Secretary for Property Management
(Contact: Jason Snyder, 717-787-5341)**

- Use of the Public Areas of the Capitol Complex, 4 Pa. Code §§ 86.1—86.6

B. Deputy Secretary for Public Works (Contact: Robert Carr, 717-787-7095)

- Steel Products Procurement, 4 Pa. Code § 67a.1
- Commonwealth of Pennsylvania Universal Restroom Policy, 4 Pa. Code §§ 67b.1—67b.6
- Nursing Mothers Room Construction—Statement of Policy, 4 Pa. Code §§ 67c.1—67c.6

C. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: Lisa Sanford, 717-787-7131)

- Small Diverse Business Opportunities within Construction Contracts, 4 Pa. Code § 68.102
- Small Business Self-Certification and Small Diverse Business Verification, 4 Pa. Code §§ 58.303—58.308

E. Bureau of Procurement (Contact: Janice Pistor, 717-787-5862)

- Guidelines for Administering and Enforcing the Public Works Employment Verification Act, 4 Pa. Code §§ 66.1—66.9

II. GUIDANCE MANUALS**A. Bureau of Procurement (Contact: Janice Pistor, 717-787-5862)**

- M215.3 Procurement Handbook

B. Bureau of Publications (Contact: Eric Allen, 717-704-1033)

- M210.4 Forms Management (8/16/1983)
- M210.5 Standard (STD) Forms Management (9/15/1998)
- M210.6 Publications Management (8/01/1984)

C. Bureau of Real Estate (Contact: Elizabeth Christian, 717-787-4394)

- M260.1 Manual for Space Utilization (3/11/2004)

D. Bureau of Vehicle Management (Contact: James Fiore, 717-787-3162)

- M615.3 Commonwealth Fleet Procedures Manual (11/10/2011)

III. INTERNAL GUIDELINES**A. Bureau of Police and Safety (Contact: Joseph Jacob, 717-787-9013)**

- Capitol Police Duty Manual

B. Bureau of Supplies and Surplus Operations (Contact: Ken Clemence, 717-787-5940)

- Surplus Property Distribution Report Systems User's Manual (4/28/2004) and related forms and email registration
- Warehouse and Distribution Division Policies and Procedures Manual (6/30/2015) and related forms and metrics

C. Commonwealth Agency Recycling Office (Contact: Matt Blascovich, 717-772-2300)

- Recycling Policy Recycling Guide
- Agency Waste Paper Recycling
- Agency Toner Cartridge Recycling
- Agency Battery Recycling

D. Bureau of Real Estate (Contact: Elizabeth Christian, 717-787-4394)

- Department of General Services Downtown Location Law Guidelines Statement of Policy (Revised)

E. Bureau of Procurement (Contact: Janice Pistor, 717-787-5862)

- Bureau of Procurement Policy Directive 2021-1
- Bureau of Procurement Policy Directive 2011-1
- BOP Policy Directive 2018-1
- BOP Policy Directive 2018-2

F. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: Lisa Sanford, 717-787-7131)

- BOP Policy Directive 2020-1, revised April 20, 2022—Goal Setting Policy
- Guidelines for the Small Business Reserve Program

IV. MANAGEMENT DIRECTIVES and ADMINISTRATIVE CIRCULARS**A. Bureau of Facilities Management (Contact: Jason Snyder, 717-787-5341)**

- A.C. 14-13 Holiday Trees and Decorations in Commonwealth-Owned or Leased Buildings (09/24/14)
- M.D. 205.38 Emergency Evacuation and Safe Assembly (01/31/14)
- M.D. 625.8 Contracting for Bargaining Unit Work (2/25/1994)
- M.D. 720.5 Energy Conservation and Electrical Devices in Commonwealth-Owned or Leased Buildings (7/25/2008)

B. Bureau of Police and Safety (Contact: Joseph Jacob, 717-787-9013)

- M.D. 205.24 Display of Flags on Commonwealth Grounds and Buildings and Grounds (10/12/2011)
- M.D. 625.4 Enforcement of Fire and Panic Regulations (3/27/1991)
- M.D. 625.10 Card Reader and Emergency Response Access to Certain Capitol Complex Buildings and Other State Office Buildings (06/02/2014)
- M.D. 720.7 Bomb Threats and Suspicious Packages (7/29/2010)

C. Bureau of Publications (Contact: Eric Allen, 717-704-1029)

- M.D. 220.9 Publication Services (11/25/13)
- M.D. 240.7 Submission of Changes to the Commonwealth Telephone Directory (8/18/2008)

D. Bureau of Procurement (Contact: Janice Pistor, 717-787-5862)

- M.D. 215.8 Contractor Integrity Provisions for Commonwealth Contracts (01/14/2015)
- M.D. 215.9 Contractor Responsibility Program (11/18/2019)
- M.D. 215.12 Provisions Concerning the Americans with Disabilities Act (10/14/2011)
- M.D. 215.13 Contract Provision for Donation of Excess Prepared Food (10/12/2011)
- M.D. 310.31 Purchase Order Receiving, Invoice Processing and Invoice Reconciliation Process (5/11/2009)
- M.D. 310.33 Processing Electronic Invoices in SAP (8/21/2009)
- M.D. 620.1 Coal Sampling and Reporting (10/4/2005)
- Bureau of Procurement Policy Directive 2018-1 Transitioning from Invitation to Bids to Request for Proposals (02/09/2018)

E. Commonwealth Agency Recycling Office (Contact: Ken Clemence, 717-787-5940)

- M.D. 205.22 Recycling, Waste Reduction and Procurement of Environmentally Preferable Products (9/19/2014)

F. Commonwealth Media Services (Contact: Suzanne Rigby, 717-783-8653)

- M.D. 220.1 Commonwealth Media Services (09/01/2017)

G. Bureau of Finance and Risk Management (Contact: Kristina Landvater, 717-787-5051)

- M.D. 630.2 Reporting of Employee Liability Claims (7/10/2018)

H. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: Lisa Sanford, 717-787-7131)

- M.D. 215.16 Contract Compliance Program (08/2/2018)

I. Bureau of Real Estate (Contact: Elizabeth Christian, 717-787-4394)

- M.D. 615.15 Vehicle Parking License Agreements (10/26/2006)
- M.D. 625.1 Repairs, Alterations, and Improvements to Commonwealth Buildings under the Direct Supervision of the Department of General Services (10/4/2004)
- M.D. 625.2 Inventory of Commonwealth Real Property (9/16/2008)
- M.D. 625.5 Reporting Surplus Real Property (5/6/1996)
- M.D. 625.6 Leasehold Improvements (5/1/2009)

J. Bureau of Publications (Contact: Eric Allen, 717-704-1033)

- A.C. 19-11 Availability—Commonwealth Telephone Directory (11/26/2019)

K. Bureau of Vehicle Management (Contact: James Fiore, 717-787-3162)

- M.D. 615.1 Commonwealth Temporary Transportation Vehicles (2/27/2013)
- M.D. 615.16 Commonwealth Fleet Policy (11/10/2011)

V. EXTERNAL GUIDELINES**A. Bureau of Capital Projects Construction (Contact: Michael Hudzik, 610-871-0233)**

- General Conditions of the Construction Contract, 2017 Edition
- Administrative Procedures for DGS Construction Contracts, 2017 Edition
- Construction and Contract Bond, 2017 Edition

B. Bureau of Pre-Construction (Contact: Jenna Horting, 717-787-1122)

- Professional Agreement and General Conditions to the Agreement, 2017 Edition
- Professional Agreement and General Conditions to the Agreement, 2017 Edition v2
- Attachment 1 Negotiated Project Scope for the Professional Agreement, 2017 Edition
- Summary of Changes for the Professional Agreement, 2017 Edition v2
- Project Procedure Manual, 2017 Edition
- Project Procedure Manual, 2017 Edition v2
- Division 1—General Requirements, 2017 Edition
- Division 1—General Requirements, 2017 Edition v2
- Addendum to the Project Procedure Manual, 2017 Edition
- Summary of Changes for the Project Procedure Manual, 2017 Edition
- Public Works Professional Selections Process Guidelines (2018 Edition)
- Instructions for Completing and Submitting Applications for Design Professional Selections (2020 Edition)

C. Bureau of Facilities Management (Contact: Jason Snyder, 717-787-5341)

- Application for Use of Public Areas of Capitol Complex (Updated January 2010)

D. Bureau of Diversity, Inclusion, and Small Business Opportunities (Contact: Lisa Sanford, 717-787-7131)

Available on the DGS website:

- Small Business Self-Certification/Contracting Program
- Small Diverse Business Verification
- Small Diverse Business—Construction
- Small Diverse Business—Procurement
- Small Veteran Business
- Agency Liaison Program
- Mentor Protégé Program

E. Bureau of Supplies and Surplus Operations (Contact: Ken Clemence, 717-787-5940)

Available on the DGS website:

- Surplus Property Operations
- Sign up for Email alerts
- State Surplus Property Program
- Heavy Equipment Sale Flyer
- Fixed Price Auto Sales
- Federal Surplus (Property Program)
- Federal Surplus online inventory list
- Federal Surplus for Veterans Flyer & guidelines
- Federal Surplus—SBA 8(a) information
- Federal Surplus Application—Required documents
- 1122 Law Enforcement Program
- GSA schedules for 1122 Program
- 1033 Law Enforcement (Program)
- Federal Surplus Application
- Law Enforcement Program Application
- Bureau Informational Brochure
- Bridge Marketing
- Request Property form
- Warehouse and Distribution Division
- Federal Surplus—Direct Allocation
- Federal Surplus—Just Arrived
- Commonwealth Recycling

F. Bureau of Procurement (Contact: Janice Pistor, 717-787-5862)

Available on the DGS website:

- Supplier Registration Guide
- Doing Business with the Commonwealth
- eMarketplace Solicitations and Bidding Guide
- Cooperative Purchasing Program (COSTARS)
- Green Procurement Information available on DGS website
(additional Procurement Forms available on the DGS website)
- Request for Proposal (RFP), ITQ/RFP JAGGAER SYSTEM
Public Works Employment Verification

G. Bureau of Finance and Risk Management (Contact: Kristina Landvater, 717-787-5051)

Available on the DGS website:

- Processing an Act 101 and/or Act 51 Claim (Updated June 2015)
- Act 101 amount added (Updated July 2017)

H. Deputy Secretary for Public Works (Contact: Robert Carr, 717-787-7095)

- Request for Proposal Process Guidelines, 2018 Edition
- Application for Qualification Process Guidelines

I. Right to Know Law (Contact: Troy Thompson, 717-787-3197)

- Departmental Policy GSP 4-12 Right-to-Know Policy

J. Deputy Secretary for Property and Asset Management (Contact: Jason Snyder, 717-787-5341)

- Administrative Procedures for the GESA Contract, 2014 Edition
- General Conditions of the GESA Contract, 2014 Edition

**Department of
HEALTH
(DOH)**

I. GUIDANCE MANUALS**A. Bureau of Community Health Systems****B. Bureau of Epidemiology****C. Health Assessment Program Consultations and Reports****E. West Nile Virus****F. Influenza****G. Rabies****H. HIV/AIDS Summaries****I. Integrated Epidemiologic Profile of HIV/AIDS in Pennsylvania & HIV Epidemiology Investigation Reports****J. Communicable Diseases Fact Sheets:****K. Bureau of Emergency Medical Services****L. Pennsylvania Primary Care Office****M. Bureau of Health Statistics and Registries****N. Bureau of Communicable Diseases****O. Bureau of Emergency Response and Preparedness****P. Healthcare Associated Infection Prevention/Antimicrobial Stewardship Program****Q. Medical Marijuana****II. INTERNAL GUIDELINES****A. Bureau of Health Statistics and Registries****B. Bureau of Communicable Diseases****C. Bureau of Epidemiology****III. OTHER****A. Office of Operational Excellence****B. Bureau of Emergency Medical Services****C. Office of Quality Assurance****D. Bureau of Long Term Care Programs****E. Bureau of Community Programs, Licensure & Certification****F. Bureau of Family Health****G. Bureau of Women, Infants and Children (WIC)****H. Bureau of Communicable Diseases****I. Bureau of Health Statistics and Registries****J. Bureau of Laboratories****K. Bureau of Emergency Preparedness and Response****L. Office of Drug Surveillance and Misuse Prevention**

M. Health Research Office**N. Bureau of Health Promotion and Risk Reduction****O. Office of Medical Marijuana****P. COVID-19—Active Orders and Guidance**

- Skilled Nursing Facilities
- Hospitals
- Ambulatory Surgical Facilities
- Home Care Agencies, Home Health Care Agencies & Hospice
- COVID-19 Vaccine
- Testing
- Other Entities

I. GUIDANCE MANUALS**A. Bureau of Community Health Systems****1. Environmental Health Program**

- Public Bathing Place Manual, Part II General Purpose Recreational Bathing Beaches (February 2015)
- Application to Operate a Public Bathing Place (June 2015)
- Application for Recognition as a Lifeguard Certifying Authority, March 2019
- Local Health Officer Handbook, April 2004
- Public Bathing Places Lifeguard Requirements Q & A, March 2022
- Public Bathing Places Sampling and Laboratory Requirements Q & A, September 2019
- Public Swimming & Bathing Places-Operational & Biological Contamination Protocol Recommendations (Nov 2016)

Contact: Richard Pugh (717) 787-4366

2. Division of School Health

(<https://www.health.pa.gov/topics/school/pages/school%20health.aspx>)

- Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care (2010)
- Request for Reimbursement and Report of School Health Services Instruction Manual (Revised 2020)
- Procedures for the Growth Screening Program for Pennsylvania's School-Age Population (2011)
- Procedures for the Hearing Screening Program for Pennsylvania's School-Age Population (2022)
- Procedures for the Vision Screening Program for Pennsylvania's School-age Population (2011)
- Diabetes in School Children: Recommendations & Resource Guide for School Personnel (2021)
- Pennsylvania Guidelines for Management of Food Allergies in Schools: Recommendations & Resource Guide for School Personnel (2011)
- Pennsylvania School Health Procedures: Conducting Scoliosis Screening (2022)

Contact: Colleen Schultz (717) 787-2390

B. Bureau of Epidemiology

PA Health Alert Network (PA HANs) can be found at the following website:

<https://www.health.pa.gov/topics/prep/PA-HAN/Pages/HAN.aspx>

Childhood Lead Surveillance Annual Report

<https://www.health.pa.gov/topics/disease/Lead%20Poisoning/Pages/Lead%20Poisoning.aspx>
<https://www.health.pa.gov/topics/disease/Lead%20Poisoning/Pages/Lead-Surveillance.aspx>

- 2020 Childhood Lead Surveillance Annual Report <https://www.health.pa.gov/topics/Documents/Environmental%20Health/2020%20Childhood%20Lead%20Surveillance%20Annual%20Report.pdf>
- Childhood Lead Testing and Poisoning Report: 2017 and 2018 Pennsylvania Birth Cohort Analysis <https://www.health.pa.gov/topics/Documents/Environmental%20Health/Childhood%20Lead%20Testing%20and%20Poisoning%20Report%202017%20and%202018%20Pennsylvania%20Birth%20Cohort%20Analysis.pdf>
- Childhood Lead Testing and Poisoning Report: Pennsylvania Birth Cohort Analysis: <https://www.health.pa.gov/topics/Documents/Environmental%20Health/Childhood%20Lead%20Surveillance%20Report%20for%20Birth%20Cohorts%20in%20Pennsylvania.pdf>
- 2019 Childhood Lead Surveillance Annual Report: <https://www.health.pa.gov/topics/Documents/Environmental%20Health/2019%20Childhood%20Lead%20Surveillance%20Annual%20Report.pdf>
- 2018 Childhood Lead Surveillance Annual Report: <https://www.health.pa.gov/topics/Documents/Environmental%20Health/2018%20Childhood%20Lead%20Surveillance%20Annual%20Report.pdf>
- 2017 Childhood Lead Surveillance Annual Report
- 2016 Childhood Lead Surveillance Annual Report <https://www.health.pa.gov/topics/Documents/Environmental%20Health/2016%20Childhood%20Lead%20Surveillance%20Annual%20Report.pdf>

Contact: Zhen-qiang Ma (717) 547-3484

Oil and Natural Gas Production (ONGP) Health Concerns

(<https://www.health.pa.gov/topics/envirohealth/Pages/OilGas.aspx#impact>)

- ONGP Reports:
 - January-March 2022
 - October-December 2021
 - July-September 2021
 - April-June 2021
 - January-March 2021
 - October-December 2020
 - July-September 2020
 - April-June 2020
 - January-March 2020
 - October-December 2019
 - July-September 2019
 - April-June 2019
 - January-March 2019
 - October-December 2018
 - July-September 2018
 - June 2018
 - May 2018
 - April 2018
 - March 2018
 - February 2018
 - January 2018
- Frequently Asked Questions about ONGP (updated March 2022)
- Public Health Evaluation of Long-Term Air Sampling Data Collected in the Vicinity of Natural Gas Operations
- Ewing's Family of Tumors, Childhood Cancer and Total Cancer Standard Incidence Ratio Results for Washington, Fayette, Greene and Westmoreland Counties in Pennsylvania

PFAS Projects

(<https://www.health.pa.gov/topics/envirohealth/pages/pfas.aspx>)

- PEATT Environmental Assessment Report—6/24/2020
- PEATT Pilot Project Final Report—4/29/2019
 - PEATT Pilot project Report—12/18/2018
 - PFAS Exposure Assessment Technical Tools
 - PEATT Project Fact Sheet
- PFAS Pilot project Community Presentation—5/16/18
- PFAS Pilot project Community Presentation—5/30/18
- PEATT Pilot Project Community Presentation—9/13/18
- PEATT Pilot project Community Presentation—12/19/18
- PEATT Pilot Project Community Presentation—4/29/19
- Cancer Data Review (1985-2013)
- Addendum 1 to Cancer Data Review
- Addendum 2 to Cancer Data Review
- Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) Fact Sheet
- Family Tree of perfluoroalkyl and polyfluoroalkyl substances (PFAS)

Environmental Public Health Tracking Program

(<https://www.health.pa.gov/topics/envirohealth/Pages/EPHT.aspx>)

Information and data on:

(Under revision per Communications Office directions)

Air Quality
 Drinking Water Quality
 Childhood Lead Poisoning
 Asthma
 Birth Defects
 Cancer
 Carbon Monoxide Poisoning Hospitalizations
 Chronic Obstructive Pulmonary Disease (COPD)
 Heart Attack
 Heat-related Conditions
 Lyme Disease
 Reproductive Health Outcomes
 BRFSS: Behavioral Risk Factor Surveillance System
 Carbon Monoxide Poisoning Mortality
 Population
 Births
 Deaths
 Infant Deaths
 Reported Pregnancies

Information on:

PA County Health Profiles

Environmental Health Fact Sheets:

Acetaldehyde
 Air Fresheners
 Air Quality
 Arsenic
 Asbestos
 Asthma
 Barium
 Benzene
 Birth Defects
 Bisphenol A
 Boron
 Bromine
 Bromomethane or Methyl bromide
 Cadmium
 Carbon Dioxide
 Carbon disulfide
 Carbon Monoxide

Chloramine in Drinking Water
 Chloroform
 Chronic Obstructive Pulmonary Disease
 Copper
 Dibromochloropropane
 1,2-Dibromoethane or Ethylene Dibromide
 1,2-Dichloroethane
 1,1-Dichloroethene (DCE)
 1,2-Dichloropropane
 Dieldrin
 N,N-diethyl-meta-toluamide (DEET)
 1,4 Dioxane
 Drinking Water Quality
 Ethylene oxide
 Formaldehyde
 Indoor Air Quality
 Iron
 Latex Allergy
 Lead
 Manganese
 Mercury
 Methane
 Methyl tert-butyl ether (MTBE)
 Mold prevention
 Mold remediation
 Naphthalene
 Naturally Occurring Asbestos (NOA)
 Nickel
 Nitrate
 Ozone
 Particulate matter
 PFAS
 PFOS and PFOA
 Polybrominated Biphenyls (PBBs)
 Polybrominated Diphenyl Ethers (PBDEs)
 Radon
 Reproductive Health and Birth Outcomes
 Selenium
 Strontium
 Styrene
 Sulfur dioxide
 Tetrachloethylene (PCE)
 Thallium
 Toluene
 Trichloroethylene (TCE)
 Trihalomethanes (THMs)
 Vinylchloride
 Xylene

Current Fact Sheets:

Ambler Mesothelioma Update
 Community Cancer Incidence Data Review B. Braun
 Medical Sterilization Facility (2022)
 Keystone Sanitary Landfill Health Consultation—
 Executive Summary
 BoRit Asbestos
 Martin Tower Demolition
 Precision National Plating Site Timeline
 Harmful Algal Blooms (HABs)
 HABs Training Summary Document
 HABs Fact Sheet
 HABs Fact Sheet for Health Professionals
 HABs Frequently Asked Questions
 Naturally Occurring Asbestos (NOA)
 NOA Fact Sheet
 NOA at the Workplace Fact Sheet
 NOA Fact Sheet for Health Professionals
 NOA Frequently Asked Questions

C. Health Assessment Program Consultations and Reports

Choose Safe Places for Early Care and Education: A Safe Siting Program

CSPECE brochure: Frequently asked questions (Public)
CSPECE brochure: Frequently asked questions (Child Care Provider)

Recently-Released Documents:

Community Cancer Incidence Data Review B. Braun Medical Sterilization Facility (2022)
Norwood Health Consultation Current Status (2021)
Residential Plastic Manufacturing Indoor Air Exposures (2022)
United Refinery Company Air Quality Investigation (2022)
Keystone sanitary Landfill Health Consultation (Final version)
Westwyk LHC
Precision National Plating Site LHC
Palmerton Soil Sampling LHC
Little Blue Run LHC
Pollock Park LHC
Clearfield Coal Mine Site LHC
Precision National Plating Site Timeline

PADOH-Released Documents:

Barefoot Disposal Site: Vapor Intrusion, LHC, 09/19/16
Barefoot Disposal Site Review of Private Well Sampling Data, LHC, 05/14/13
Bruce Mansfield Power Plant, HC, 04/22/11
Chem Fab Cancer Data Review, LHC, 03/11/13
Chestnut Valley Landfill, LHC, 02/07/14
Clearfield Coal Mine Site/Residential Carbon Dioxide Evaluation, 10/06, 2020
Daleville Groundwater Contamination, LHC, 11/25/14
Eastwick Cancer Incidence Analysis, LHC, 02/16/12
Elk Lake: OP-FTIR Data Review, LHC, 09/22/17
Glasgow Ambient Air, LHC, 08/25/16
Little Blue Run Solid Waste Disposal Impoundment Site (Former Bruce Mansfield Power Plant's Waste Site) Evaluation of Metals in Air (2013-2018), 7/28/2020
Lower Darby Creek Area: City Park Soil, LHC, 02/20/13
Monessen Ambient Air, LHC, 04/15/15
Passyunk Soil Gas Site, LHC, 05/17/13
Passyunk Soil Gas Site, LHC, 01/09/18
Pittston Cancer Incidence Analysis, HC, 02/29/12
Pollock Park Adjacent Residential Properties/Pollock Park Adjacent Residential Soil Evaluation, 9/17/2020
Precision National Plating Site, LHC, 11/08/11
Price Battery Site, PHA, 03/20/12
Residential Plastic Manufacturing Indoor Air Exposures, 4/25/2022
Tervita Landfill LHC, 04/26/13
Tobyhanna Cancer Data Review LHC, 03/13/13
Toxic Metals, 7/30/2018

D. Environmental Health Capacity Program

Technical Guidance for Pennsylvania Environmental Health Indicators Map
Environmental Health Indicators Map: ArcGIS Online Tools
Private Well Water Focus Group # 1
Radon flyer
Harmful Algal Blooms (HABs) Dashboard User Guide
Contact: Anil Nair (717) 547-3485

E. West Nile Virus

The following documents can be found at the following website: <https://www.health.pa.gov/topics/disease/Vectorborne%20Diseases/Pages/Mosquito%20Diseases.aspx>

- Fact sheets for West Nile Virus, Eastern Equine Encephalitis Virus, St. Louis Encephalitis Virus, Zika Virus, Dengue, Chikungunya Virus, and Yellow Fever Virus
- 2022 West Nile Virus Program Plan
- CDC Guidelines for WNV Surveillance, Prevention, and Control
- Arboviral Surveillance Control Annual Report, 2016
Contact: Krystal Mason, ScM (717) 787-3350

F. Influenza

The following documents can be found at the following website:
<https://www.health.pa.gov/topics/disease/Flu/Pages/Flu.aspx>

Educational documents:

- Seasonal influenza fact sheet
- Flu Vaccination Information
- Influenza in long term care facilities: Toolkit for facilities
- Educational materials for the general public and long-term care facilities
- Prevention and Control of Influenza with Vaccines: Recommendations of the Advisory Committee on Immunization Practices, United States, 2021-22 Influenza Season
- Recommendations for child-care facilities
- Recommendations for the Home
- Recommendations for businesses
- Recommendations for schools
- Recommendations for health care facilities and EMS
- What You Should Know for the 2021-2022 Influenza Season

Data Archive:

2021/2022 Influenza Season Data
2019/20 Influenza Season Data
2018/19 Influenza Season Data
2017/18 Influenza Season Data
2016/17 Influenza Season Data
2015/16 Influenza Season Data
2014/15 Influenza Season Data

Contact: Sameh Boktor, M.D., M.P.H., (717) 789-3350

G. Rabies

The following documents can be found at the following website:
<https://www.health.pa.gov/topics/disease/Pages/Rabies.aspx>

- Rabies Fact Sheet
- 2017 Annual Rabies Report
- 2016 Annual Rabies Report
- 2015 Annual Rabies Report
- ORV Brochure
- Western PA ORV Program Notice (2021)

Contact: Betsy Schroeder, DVM MPH (717) 787-3350

H. HIV/AIDS Summaries

The following documents can be found at the following website:
<https://www.health.pa.gov/topics/programs/HIV/Pages/Annual-Summary.aspx>

- HIV/AIDS Surveillance Annual Summary—December 2005
- HIV/AIDS Surveillance Annual Summary—December 2006
- HIV/AIDS Surveillance Annual Summary—December 2007
- HIV/AIDS Surveillance Annual Summary—December 2008

- HIV/AIDS Surveillance Annual Summary—December 2009
 - HIV/AIDS Surveillance Annual Summary—December 2010
 - HIV/AIDS Surveillance Annual Summary—December 2011
 - HIV/AIDS Surveillance Annual Summary—December 2012
 - HIV/AIDS Surveillance Annual Summary—December 2013
 - HIV/AIDS Surveillance Annual Summary—December 2014
 - HIV/AIDS Surveillance Annual Summary—December 2015
 - HIV/AIDS Surveillance Annual Summary—December 2016
 - HIV/AIDS Surveillance Annual Summary—December 2017
 - HIV/AIDS Surveillance Annual Summary—December 2018
 - HIV/AIDS Surveillance Annual Summary—December 2019
 - Annual HIV Surveillance Summary Report—2020
- Contact: Godwin Obiri, MS, DrPH (717) 787-3350

I. Integrated Epidemiologic Profile of HIV/AIDS in Pennsylvania & HIV Epidemiology Investigation Reports

The following documents can be found at the following website:

https://www.health.pa.gov/topics/Documents/Programs/HIV/Pennsylvania%20Integrated%20HIV%20Prevention%20and%20Care%20Plan_2017-2021.pdf

- Revised Integrated HIV Prevention and Care Plan (2021)
- Integrated Epidemiologic Profile of HIV/AIDS in Pennsylvania
- Epidemiology Data/Resources for Prevention & Care Services

Contact: Godwin Obiri, MS, DrPH, (717) 787-3350

J. Communicable Diseases Fact Sheets:

The following documents can be found at the following website:

<https://www.health.pa.gov/topics/disease/Pages/Diseases-Conditions.aspx>

- Acute Flaccid Myelitis (AFM)
- Adenovirus
- Amebiasis
- Anaplasmosis
- Anthrax
- Arenaviruses
- Aseptic Meningitis
- Avian Influenza
- Babesiosis
- Bacterial Meningitis (English and Spanish)
- Bed Bugs (English and Spanish)
- Body Lice
- Botulism
- Bovine Spongiform Encephalopathy (Mad Cow)
- Brucellosis
- Burkholderia cepacia
- Campylobacteriosis (English and Spanish)
- Central-line Associated Bloodstream Infections
- Chickenpox (English and Spanish)
- Chikungunya (English and Spanish)
- Cholera
- Chronic Wasting Disease
- Clostridium difficile

- Coronavirus
- Creutzfeldt-Jakob Disease
- Crimean-Congo Hemorrhagic Fever
- Croup
- Cryptosporidiosis
- Dengue Virus Infection (English and Spanish)
- Diphtheria
- Eastern Equine Encephalitis
- Ebola
- Ehrlichiosis
- Epstein-Barr Virus
- E. coli O157 (English and Spanish)
- Fifth Disease (English and Spanish)
- Flu
- Foodborne Diseases
- German Measles (Rubella)
- Giardiasis (English and Spanish)
- Glanders
- Group A Strep
- Group B Strep
- Guillain-Barre Syndrome
- Haemophilus Influenzae Type B (HiB) (English and Spanish)
- Hand, Foot and Mouth
- Hand Hygiene
- Hantavirus
- Head Lice (English and Spanish)
- Hendra and Nipah Viruses
- Hepatitis
- Hepatitis A (English and Spanish)
- Hepatitis B
- Hepatitis C (English and Spanish)
- Herpes B Virus
- Herpes Gladiatorum
- Histoplasmosis
- Hookworm
- Human Papilloma Virus (HPV)
- Impetigo
- Kawasaki Syndrome
- Klebsiella
- Lassa Fever
- Legionellosis
- Leishmaniasis
- Leptospirosis
- Listeriosis
- Lyme Disease
- Lymphocytic Choriomeningitis (LCM)
- Malaria
- Marburg Hemorrhagic Fever
- Measles (English and Spanish)
- Melioidosis
- Meningococcal Disease (English and Spanish)
- Methicillin Resistant Staph Aureus (MRSA)
- Monkeypox
- Mumps (English and Spanish)
- Multisystem Inflammatory Syndrome in Children (MIS-C)
- Norovirus
- Orf
- Pertussis
- Pinworm
- Plague
- Pneumococcal Disease
- Pneumonia
- Polio
- Psittacosis
- Prion Disease
- Pubic Lice
- Q Fever
- Rabies

- Raw Milk
- Respiratory Syncytial Virus (RSV)
- Ricin
- Rift Valley Fever
- Rocky Mountain Spotted Fever
- Saint Louis Encephalitis
- Salmonellosis
- Scabies Infestation
- Seoul Virus
- Severe Acute Respiratory Syndrome (SARS)
- Shiga Toxin-Producing *E. coli* (STEC) (English and Spanish)
- Shigellosis
- Shingles
- Smallpox
- Staphylococcal enterotoxin B (SEB)
- Strep Throat
- Surgical Site Infection
- Sylvatic Typhus
- Tetanus
- Tickborne Disease
- Tickborne Disease Fact Sheet
- Toxocariasis (Roundworm Infection)
- Traveler's Health
- Tularemia
- Typhoid Fever
- Urinary Tract Infection
- Vancomycin-Resistant Staph Aureus
- Vancomycin-Resistant Enterococci (VRE)
- *Vibrio Parahaemolyticus*
- *Vibrio Vulnificus*
- Viral Hemorrhagic Fever
- West Nile Virus
- Yellow Fever
- *Yersinia enterocolitica*
- Zika virus

Contact: Chandra Marriott, MPH (412) 258-3694

The Bureau of Epidemiology Quarterly Newsletter is electronically available at:

<https://www.health.pa.gov/topics/Pages/E-Library.aspx>

- EpiNotes 2011 Volume 1, Issues 1—4
- EpiNotes 2012 Volume 2, Issues 1—4
- EpiNotes 2013 Volume 3, Issues 1—4
- EpiNotes 2014 Volume 4, Issues 1-2
- EpiNotes 2016 Volume 5, Issue 1

Contact: Chandra Marriott, MPH (412) 258-3694

The Annual Healthcare-associated Infections Reports are electronically available in the E-library:

<https://www.health.pa.gov/topics/Pages/E-Library.aspx>

- Health Care Associated Infections in Pennsylvania: 2008 Report
- Health Care Associated Infections in Pennsylvania: 2009 Report
- Health Care Associated Infections in Pennsylvania: 2010 Report
- Health Care Associated Infections in Pennsylvania: 2011 Report
- Health Care Associated Infections in Pennsylvania: 2012 Report
- Health Care Associated Infections in Pennsylvania: 2013 Report
- Health Care Associated Infections in Pennsylvania: 2014 Report
- Health Care Associated Infections in Pennsylvania: 2015 Report
- Health Care Associated Infections in Pennsylvania: 2016 Report

- Health Care Associated Infections in Pennsylvania: 2017 Report

Contact: Christine Mulgrew (717) 857-3954

Hepatitis:

<https://www.health.pa.gov/topics/disease/hepatitis/Pages/Hepatitis.aspx> (This page contains links to Hepatitis A, B, C information, information for providers and a link to the PA Viral Hepatitis Elimination Plan)

Hepatitis A

The following documents can be found at this website: <https://www.health.pa.gov/topics/disease/hepatitis/Pages/Hepatitis-A.aspx>

- Hepatitis A disease prevention strategies
- Hepatitis A disease information including symptoms, transmission and treatment
- Information for healthcare professionals
- Outbreak surveillance data
- Hepatitis A infographic

Hepatitis C

The following documents can be found at this website: <https://www.health.pa.gov/topics/disease/hepatitis/Pages/Hepatitis-C.aspx>

- Hepatitis C disease information including symptoms and treatment
- How to stop the spread of hepatitis C
- Testing information
- Treatment information
- PA at-risk areas (Vulnerability Assessment Report)
- Hepatitis C services in PA Drug and Alcohol Facilities—Survey Results Report
- Treatment resources for providers

Contact: Atmaram Nambiar (717) 787-3350

K. Bureau of Emergency Medical Services

Some of these documents are electronically available at: <https://www.health.pa.gov/topics/EMS/Pages/EMS.aspx>

- Overview of Pennsylvania Department of Health Ambulance Licensure Program
- Statewide Basic, Advanced Life, Support, and Critical Care Protocols
- Out-of-Hospital Do-Not-Resuscitate Questions and Answers
- Voluntary Rescue Service Recognition Program Manual
- Pennsylvania Rescue Program Administration Manual
- EMS Patient Care Reporting Standards
- EMS Practitioner Registry
- EMS Notices in PA Bulletin EMS Information Bulletins
- Bureau of EMS Year End Data Reports
- CARES Annual Reports as applicable
- Recognized Stroke Centers and Thrombectomy Capable Centers Listing
- Recognized Stroke and Thrombectomy Capable Center Application
- EMS Direct Pay Application
- EMS Direct Pay Annual election notices

Contact: Aaron Rhone (717) 787-8740

L. Pennsylvania Primary Care Office

- Pennsylvania Primary Care Loan Repayment Program Request for Applications # 67-137 (revised 12/21, available on the Department's website at www.health.pa.gov)
- J-1 Visa Waiver Program (Conrad 30) Statement of Policy (revised 8/21, available on the Department's website at www.health.pa.gov)

- Conrad 30 Checklist (revised 6/20, available on the Department's website at www.health.pa.gov)
 - Conrad 30 Agreement of Participation (revised 6/20, available on the Department's website at www.health.pa.gov)
 - DOH Appalachian Regional Commission J-1 Visa Waiver Program Policy (revised 8/21, available on the Department's website at www.health.pa.gov)
 - ARC Checklist (revised 6/20, available on the Department's website at www.health.pa.gov)
 - ARC Agreement of Participation (revised 6/20, available on the Department's website at www.health.pa.gov)
 - DOH National Interest Waiver Program Policy (7/09, available on the Department's website at www.health.pa.gov)
 - NIW Agreement of Participation (revised 6/20, available on the Department's website at www.health.pa.gov)
 - Practice Site Application (revised 6/20, available on the Department's website at www.health.pa.gov)
 - HPSA and MUA/P Designations
 - National Health Services Corps (NHSC)
 - Community Based Health Care Program Annual Report 2017 (1/18, available on the Department's website at www.health.pa.gov)
 - Community Based Health Care Program Annual Report 2018 (1/19, available on the Department's website at www.health.pa.gov)
 - Community Based Health Care Program Annual Report 2019 (1/20, available on the Department's website at www.health.pa.gov)
 - Community Based Health Care Program Annual Report 2020 (12/20, available on the Department's website at www.health.pa.gov)
 - Community Based Health Care Program Annual Report 2021 (12/21, available on the Department's website at www.health.pa.gov)
 - 2012-2013 Pulse of Pennsylvania's Registered Nurse Workforce Report
 - 2014 Nursing Education Report
 - 2014 Pulse of Pennsylvania's Physician and Physician Assistant Workforce Report
 - 2015 Pulse of Pennsylvania's Dentist and Dental Hygienist Workforce Report
 - 2013 Pulse of Pennsylvania's Dentist and Dental Hygienist Workforce
 - 2014 Pulse of Pennsylvania's Licensed Practical Nurse Workforce Report
- Contact: Ed Naugle (717) 772-5298

M. Bureau of Health Statistics and Registries

- Application for Access to Protected Data (Revised 11/17)
 - User's Guide for Access to Protected Data (Revised 11/17)
 - Application for Access to Protected Data for State, Federal & Local Government Agencies (Revised 11/17)
 - User's Guide for Access to Protected Data for Government Agencies (Revised 11/17)
 - Coroners and Medical Examiners Application for Access to Protected Data: Deaths Attributed to COVID-19 (05/20)
- Contact: Patricia Clemens (717) 783-2548
- The following documents can be found at the following website:
<https://www.health.pa.gov/topics/Reporting-Registries/Pages/EDRS.aspx>
- Coroner/Medical Examiner User Guide for EDRS (12/2017)
 - EDRS User Agreement and Confidentiality Policy (03/20)
 - Funeral Home User Guide for EDRS (12/2017)
 - Local Registrar User Guide for EDRS (12/2017)
 - Medical Facility User Guide for EDRS (12/2017)
- The following State Registrar Notices can be found at the following website:
<https://www.health.pa.gov/topics/Reporting-Registries/Pages/State-Registrar-Notices.aspx>
- 2017-01, Printing of Disposition Permits (PDF)
 - 2017-02, Medical Certification by Physician Assistants (PDF)
 - 2017-03, EDRS Workflow for Referrals to Coroners/Medical Examiners (PDF)
 - 2017-04, Fee Increase for Death and Fetal Death Certificates (PDF)
 - 2018-05, Death Certificate and Fetal Death Certificate Fees—Revised (PDF)
 - 2018-06, Funeral Home Application for a Death Certificate (PDF)
 - Funeral Home Application for a Death Certificate (PDF)
 - 2018-07, REMINDER—Death Certificate and Fetal Death Certificate Fee Modification (PDF)
 - 2018-08, Procedural Changes due to Modification to Certificate Fees and New Funeral Director Application (PDF)
 - 2018-09, EDRS Tip—Processing Medical Certification Data (PDF)
 - 2018-10, Death Certificate Security Paper (PDF)
 - 2019-01, EDRS Tip—Understanding the Relationship Between Resident Address and Place of Death (PDF)
 - 2019-02, Reviewing Reports of Vital Events for Completeness and the Weekly Mailing to the Division of Vital Records (PDF)
 - 2019-03, EDRS Tip, Correcting a Duplicate Case Error (PDF)
 - 2019-05, Clearing Browser Cache May be Necessary to Resolve DAVE Issue After System Upgrade (PDF)
 - 2019-06, EDRS Tip—Abandoning versus Relinquishing (PDF)
 - 2019-07, Application of Intent to Participate in the Reporting of Pennsylvania Death Events (PDF)
 - 2019-08, EDRS Phase 2 Implementation (PDF)
 - 2019-09, EDRS Tip, Cancel Drop to Paper Function (PDF)
 - 2019-10, Security of Pennsylvania Vital Records Management System (PAVRMS) User Identifications and Passwords (PDF)
 - 2019-11, Local Registrar Requisition for Vital Records Forms and Supplies (PDF)
 - 2019-12, Follow-up with Coroners and Medical Examiners for Pending Manner and Causes of Death (PDF)
 - 2019-13, Vital Events Stakeholder Hotline: 800-323-9613 (PDF)
 - 2019-14, Completing the Report of Death for Drug Toxicity Deaths (PDF)
 - 2019-15, Additional Death Certificate Design to be Released in 2020 (PDF)
 - 2019-16, Delineation of Roles in the Electronic Death Registration System (EDRS) (PDF)
 - 2019-17, Use of Alias or AKA (Also Known As) in a Vital Record (PDF)
 - 2020-01, Guidance of Medical Professionals: Reporting of Deaths Attributed to COVID-19 (PDF)

- 2020-02, Guidance for Coroners and Medical Examiners: Reporting of Deaths Attributed to COVID-19 (PDF)
 - 2020-03, Guidance for Funeral Directors: Reporting of Deaths Attributed to COVID-19 (PDF)
 - 2020-04, Guidance for Local Registrars: Reporting of Deaths Attributed to COVID-19 (PDF)
 - 2020-05, Guidance of Medical Professionals: Establishing an EDRS Account (PDF)
 - 2020-06, Guidance for Coroners and Medical Examiners: Establishing an EDRS Account (PDF)
 - 2020-07, Guidance for Funeral Directors: Establishing an EDRS Account (PDF)
 - 2020-08, Guidance for Local Registrars: COVID-19 Prevention Methods (PDF)
 - 2020-09, Guidance for Funeral Directors: COVID-19 Prevention Methods (PDF)
 - 2020-10, Medical Certification of a Report of Death (PDF)
 - 2020-11, Additional Guidance for Funeral Directors: Reporting of Deaths During COVID-19 Disaster Declaration (PDF)
 - 2020-12, Additional Guidance for Local Registrars: Reporting of Deaths During COVID-19 Disaster Declaration (PDF)
 - 2020-13, Additional Guidance for Medical Professions: Reporting of Deaths Attributed to COVID-19 (PDF)
 - 2020-14, Additional Guidance for Coroners and Medical Examiners: Reporting of Deaths Attributed to COVID-19 (PDF)
 - 2020-15, Webinar on Certifying Deaths Due to Coronavirus Disease 2019 (COVID-19) (PDF)
 - 2020-16, Enhanced Workflows in EDRS (PDF)
 - 2020-17, Amending Death Records (PDF)
 - 2020-18, Obtaining In-Person Services from a Vital Records Public Office (PDF)
 - 2021-01, Ordering Death Certificates through EDRS (PDF)
 - 2021-02, EDRS Only Local Registration Districts (PDF)
 - 2021-03, New Vital Records Management System (PDF)
 - 2021-04, FEMA COVID-19 Funeral Assistance (PDF)
 - 2021-05, Transition of Live Birth Registry to eVitals Planned for mid-August 2021 (PDF)
 - 2021-06, Live Birth Registry Transition Date to eVitals Set (PDF)
 - 2021-07, eVitals Launched for Live Birth Registry (PDF)
 - 2021-08, Guidance on the Electronic Reporting of Live Births (PDF)
 - 2021-09, Coroners and Medical Examiners Application for Access to Protected Data for Deaths Attributed to a Pandemic (PDF)
 - 2022-01, Reporting a Death of an Unidentified Decedent (PDF)
 - 2022-02, Reporting of Presumed Deaths (PDF)
 - 2022-03, Marriage and Divorce Vital Statistics Reporting (PDF)
 - 2022-04, Reporting of Missing Children (PDF)
 - 2022-05, Appointment of New State Registrar (PDF)
- Contact: Lisa Hasselbrook, (717) 783-2548

N. Bureau of Communicable Diseases

1. Division of Immunizations

- PA VFC Fraud and Abuse Procedures (06/21)
- Advisory Committee on Immunization Practices (ACIP) Policy (06/21)

- PA VFC Provider Enrollment Policies and Procedures (06/21)
- Vaccine Preventable Diseases Surveillance Follow-up Protocol (03/17)
- Vaccine Cold Chain Protocol for Immunization Providers (06/21)
- Vaccine Eligibility Criteria (06/21)
- Vaccine Administration & Documentation Protocols and Procedures (06/21)
- Vaccines for Children Provider Handbook (06/21)
- Vaccines for Children Quality Assurance Manual (07/16)
- Perinatal Hepatitis B Case and Contact Report Form (03/16)
- Perinatal Hepatitis B Prevention Program—Guidelines for District Offices/State Health Centers and County Municipal Health Departments (02/18)
- Perinatal Hepatitis B Infection and Management of Pregnant Women—Guidelines for Medical Care Providers (04/17)
- Recommendations for Varicella Outbreak Prevention and Control in School or Childcare Group Settings (08/14)
- Immigration Status and Data Entry into the Statewide Immunization Information System
- Mass Immunization Liability Protection Guidelines (08/14)
- Pennsylvania Quick Guides for Measles (05/19), Mumps (02/18), Rubella (01/14), Varicella (08/18), Pertussis (08/18), Procedure Manual School Immunization Regulations (09/19)

Contact: Tom McCleaf (717) 787-5681

TB Program

- TB Manual for County and Municipal Health Departments (2020 available online)
- Contact: Kimberly Fitzpatrick (717) 787-6267

O. Bureau of Emergency Preparedness and Response

- <https://www.health.pa.gov/topics/prep/Pages/Preparedness.aspx>
- Pennsylvania Emergency Preparedness Guide (revised 2018)
- Online Registry—SERVPA—For Volunteers During Disasters or Emergencies
- Preparing for Public Health Emergencies: A Planning Aid for Public Health and Healthcare Professionals (02/2013)
- Integrating Community Pediatricians into Public Health and Preparedness Response Activities in Pennsylvania (06/2013)
- A Communications Toolkit for Public Health Emergencies that Impact Children: Resources for Pediatric Practices, Schools, and Childcare Programs (05/2013)
- Risk and Crisis Communications Tool Kit
- The Pennsylvania Public Health Risk Assessment Tool (01/2016)

Contact: Jeffrey Backer (717) 346-0640

P. Healthcare-associated Infection Prevention/Antimicrobial Stewardship Program

<https://www.health.pa.gov/topics/programs/HAIP-AS/Pages/HAIP-AS.aspx>

- Healthcare Associated Infection and Patient Identifier Reporting (December 5, 2007)
- NHSN Update, Re: Issue Clarification Summary (April 3, 2008)
- Reporting a Patient Identification Number (April 2008), 38 Pa.B. 1783

- Technical Advisory: HAI-2009-001, Multidisciplinary Infection Control Committee Membership Composition
- Technical Advisory: HAI-2009-002, Written Notification of Health Care-Associated Infections to Responsible Parties in Healthcare Facilities
- Technical Advisory: HAI-2009-003, Health Care-Associated Infection Confirmation in Nursing Homes
- Top 11 List: Strategies for Effective COVID-19 Outbreak Containment in Long-Term Care Facilities (2/10/21), which may be found on DOH public website HAIP-AS/Healthcare Professionals/Nursing Home
- 2021 Memo Infection Control Plan Submission and Updates (6/2021 Rev)—currently sent as attachment by HAIP/AS Plan review team email requesting a healthcare facility submit their Infection Control Plan (ICPlan) for review pending adding to HAIP-AS site on DOH Public Website under IC Plan submission Tool Kit
- PA-DOH IC Plan Submission Frequently Asked Questions (1/2021)—currently sent as attachment by HAIP/AS Plan review team email requesting a healthcare facility submit their IC Plan for review pending adding to HAIP-AS site on DOH Public Website under IC Plan submission Tool Kit
- PA-DOH IC Plan Submission Infection Prevention and Control Resources (1/2021)—currently sent as attachment by HAIP/AS Plan review team email requesting a healthcare facility submit their IC Plan for review pending adding to HAIP-AS site on DOH Public Website under IC Plan submission Tool Kit by HAIP/AS Infection Control
- PA-DOH Infection Control Plan Implementation Resource Supplement (1/2021)—currently sent as attachment by HAIP/AS Plan review team email requesting a healthcare facility submit their IC Plan for review pending adding to HAIP-AS site on DOH Public Website under IC Plan submission Tool Kit by HAIP/AS Infection Control
- May 8, 2019 DOH HAIP/AS update on CMS changes HCP influenza vaccination summary data reporting
- 1/17/19 DOH Reporting Update NSHN pedVAE
- 8/2019—DOH HAIP/AS—update on CMS changes MRSA bacteremia and VAE reporting LTACH & IRF

Contact: Lisa McHugh (717) 547-3155

Q. Medical Marijuana

- Guidance for Quality Testing and Sampling by Approved Laboratories (Issued: January 16, 2018 and Updated: August 10, 2018)

Contact: Peter Blank, 717-547-3454

II. INTERNAL GUIDELINES

A. Bureau of Health Statistics and Registries

- Policy and Procedures for Assisted Conception Birth Registrations (10/03)

Contact: Lisa Hasselbrook (717) 783-2548

B. Bureau of Communicable Diseases

1. Division of Immunizations

- Perinatal Hepatitis B Protocols (04/17)
- Quality Assurance Handbook
- Cold Chain Failure Follow-up (01/17)
- VFC Provider suspension (05/11)

Contact: Tom McCleaf (717) 787-5681

2. STD Program

- Guidelines: Use of the Internet to Perform Partner Service and Health Education Activities

- Biological Room Standard Operating Procedures (TB/STD)
- Data Security and Confidentiality Policy and Standards for Integrated Data Sharing Manual—TB/STD/HIV (01/16)
- Child Protective Services Guidelines for STD/HIV Field Staff (05/15)

Contact: Beth Butler (717) 787-3981

3. Division of HIV Disease

- Integrated HIV Prevention and Care Plan (2017—2021)
- HIV Self Testing site: GetmyHIVtest.com (2020)

Contact: Marijane Salem-Noll (717) 547-3433

4. TB Program

- TB Manual for Bureau of Community Health Systems (2020)

Contact: Kimberly Fitzpatrick (717) 787-6267

C. Bureau of Epidemiology

- Institutional Review Board Policies and Procedures (03/04)

Contact: Atmaram Nambiar, MD MPH (717) 787-3350

III. OTHER

A. Office of Operational Excellence

- Department of Health Strategic Plan 2020—2023
- The State of Our Health: A Statewide Health Assessment of Pennsylvania
 - State Health Assessment Dashboard
- Pennsylvania State Health Improvement Plan, 2015—2020
- 2017 Pennsylvania State Health Improvement Plan Annual Report
- 2018 Pennsylvania State Health Improvement Plan Annual Report
- 2019 Pennsylvania State Health Improvement Plan Annual Report
- 2020 Pennsylvania State Health Improvement Plan Annual Report
- 2021 Pennsylvania State Health Improvement Plan Annual Report
- Health Improvement Partnership Program quarterly newsletters:

Fall 2021

Summer 2021

Spring 2021

Winter 2021

Summer 2020

Spring 2020

Winter 2020

Fall 2019

Summer 2019

Spring 2019

Summer 2018

Spring 2018

Fall 2017

Summer 2017

Spring 2017

Winter 2017

Fall 2016

Summer 2016

August/September 2015

June/July 2015

April/May 2015

Contact: Emily Gibeau (717) 547-3547

B. Bureau of Emergency Medical Services

- Prehospital Care Response Report
- Statewide Emergency Medical Services System Development Plan
- 2019 Annual EMS Report
- 2020 Annual EMS Report
- 2021 Annual EMS Report
- 2020 Annual EMS Report
- EMS Statistics
- EMS Training Information
- EMS Practitioner Registry
- Tool for Locating Regional EMS Councils by County
- EMS Incident Self Reporting Process
- Act 17 Staffing Exception Criteria
- Act 17 Staffing Exception Application
- Transfer of Care Form

1. Information Bulletins

- EMS Information Bulletin # 1—EMS Personnel Called to Active Military Duty (8/5/03)
- EMS Information Bulletin # 2—Epinephrine Auto Injector Administration by EMTs (8/13/03)
- EMS Information Bulletin # 3—EMS Vehicle Collision Accident Form (9/30/03)
- EMS Information Bulletin # 4—EMS Instructor Update Requirement (Revised 3/2/04)
- EMS Information Bulletin # 5—Cyanide Compound Exposure Protocol (9/9/03)
- EMS Information Bulletin # 6—Continuing Education Requirement-ALS Medical Command (11/5/03)
- EMS Information Bulletin # 7—On-Line Continuing Education (11/6/03)
- EMS Information Bulletin # 8—Distribution of Continuing Education Handbook (12/9/03)
- EMS Information Bulletin # 10—EMS License Plates (2/11/04)
- EMS Information Bulletin # 11—Public Access AED (2/13/04)
- EMS Information Bulletin # 13—EMS Vehicle Collision and Personal Injury Form (Revised 4/1/04)
- EMS Information Bulletin # 14—Epinephrine Auto-Injector Administration (Revised 3/10/04)
- EMS Information Bulletin # 15—Emergency Response Employees (ERES) (4/30/04)
- EMS Information Bulletin # 16—Electronic Ambulance Licensure Application Amendment Procedure (4/30/04)
- EMS Information Bulletin # 17—Statewide BLS Medical Treatment Protocols and Guidelines (5/6/04)
- EMS Information Bulletin # 19—CD and Web-Based ACLS Programs (6/18/04)
- EMS Information Bulletin # 20—Certificates, Wallet Cards and Patches (6/8/04)
- EMS Information Bulletin # 21—System Status Management (6/18/04)
- EMS Information Bulletin # 22—EMTs Assisting With ALS Procedures (7/28/04)
- EMS Information Bulletin # 23—Ambulance Licensing Overview (10/19/04)
- EMS Information Bulletin # 25—Surge Response Services Update (12/13/04)
- EMS Information Bulletin # 26 AED Mode Use on ALS Monitor/Defibrillator Devices (4/11/2006)
- EMS Information Bulletin # 27 Interfacility Transport Guidelines (7/8/2005)
- EMS Information Bulletin # 28 Grand Rounds (7/25/2005)
- EMS Information Bulletin # 29 EMS Office Organization Chart (8/3/2005)
- EMS Information Bulletin # 30 Ambulance Vehicle Standards (10/19/2005)
- EMS Information Bulletin # 31 Draft ALS Protocols (10/25/2005)
- EMS Information Bulletin # 32 Patients Exposed to Tasers (11/10/2005)
- EMS Information Bulletin # 33 New Electronic Applications (11/17/2005)
- EMS Information Bulletin # 34 Ambulance Vehicle Markings (12/20/2005)
- EMS Information Bulletin # 35 Updated AHA Standards (12/23/2005)
- EMS Information Bulletin # 36 New BLS Protocols (4/7/2006)
- EMS Information Bulletin # 37 Epinephrine Auto-Injector Approval Update (4/11/2006)
- EMS Information Bulletin # 38 Implementation of New AHA Standards (5/23/2006)
- EMS Information Bulletin # 39A Statewide BLS Protocols and AED Utilization (10/31/06)
- EMS Information Bulletin # 40 Update to Statewide BLS Protocol Course (11/14/06)
- EMS Information Bulletin # 41 Revised Ambulance Licensure Equipment (11/17/06)
- EMS Information Bulletin # 42 Changes to Scope of Practice and Equipment (11/17/06)
- EMS Information Bulletin # 43 Continuing Education Requirements for ALS Medical Command Authorization (12/01/06)
- EMS Information Bulletin # 44 Centralized Registration for the Learning Management System (12/31/06)
- EMS Information Bulletin # 45 State Recognized CPR Programs (03/05/007)
- EMS Information Bulletin # 46 Comprehensive Laboratory Improvement Amendments (03/19/07)
- EMS Information Bulletin # 47 Replacement of Promethazine with Ondansetron (03/19/07)
- EMS Information Bulletin # 48 Capnography Frequently Asked Questions (08/14/07)
- EMS Information Bulletin # 50 First Responder Equivalences (11/05/07)
- EMS Information Bulletin # 51 State Recognized CPR Programs (11/05/07)
- EMS Information Bulletin # 52 Recognized Emergency Vehicle Operators Courses (11/05/07)
- EMS Information Bulletin # 53 Medical Command Authorization 2007 (12/01/07)
- EMS Information Bulletin # 54 Implementation of National EMS Information System (NEMSIS) (12/20/07)
- EMS Information Bulletin # 55 National Ski Patrol (02/28/08)
- EMS Information Bulletin # 56 Paramedic—PHRN Certification Process (03/05/08)
- EMS Information Bulletin # 57 Air Ambulance Guidelines (06/23/08)
- EMS Information Bulletin # 58 Emergency Contraception Guidelines (10/07/08)
- EMS Information Bulletin # 59 Emergency Vehicle Operator Courses (10/20/08)
- EMS Information Bulletin # 60 Amended Continuous Positive Airway Pressure for Basic Life Support (10/27/08)
- EMS Information Bulletin # 61 Suspension of Ambulance Driving Privilege (11/13/08)
- EMS Information Bulletin # 62 Implementation of Updated Protocols (11/21/08)
- EMS Information Bulletin # 63 Basic Life Support Skill Sheets (12/31/08)
- EMS Information Bulletin # 64 Operation of Ambulance and Other Emergency Vehicles While at Hospital Emergency Department (01/22/09)

- EMS Information Bulletin # 65 State Recognized CPR Programs (01/28/09)
- EMS Information Bulletin # 66 Guidelines for CPAP Devices (01/30/09)
- EMS Information Bulletin # 67 Trauma Patient Destination/Statewide Air Ambulance Transport Protocol (05/06/09)
- EMS Information Bulletin # 68 State Recognized CPR Programs (06/30/09)
- EMS Information Bulletin # 69 Approved Emergency Vehicle Operator Courses (07/01/09)
- EMS Information Bulletin # 70 Guidelines for Reflective Chevrons (09/08/09)
- EMS Information Bulletin # 71 Picture Identification Cards (09/08/09)
- EMS Information Bulletin # 72 Statewide BLS (605) and ALS (6005) Blast Protocols (09/15/09)
- EMS Information Bulletin # 73 (Amended) Paramedic Liability Protection (10/28/09)
- EMS Information Bulletin # 74 Stretcher and Wheelchair Vehicle (02/08/10)
- EMS Information Bulletin # 75 EMS Provider Examination Policy (04/10/10)
- EMS Information Bulletin 2013-007 Patient Care Report Submissions
- EMS Information Bulletin 2013-005 State Recognized CPR Programs
- EMS Information Bulletin 2011-012 Wind Effects on Ambulance Vehicles
- EMS Information Bulletin 2011-008 Verification of EMS Practitioner Status for Endorsement
- EMS Information Bulletin 2011-007 Re-Entry of EMS Personnel with Expired Certifications prior to NSC of 1995
- EMS Information Bulletin 2011-006 Bed Bug Information
- EMS Information Bulletin 2011-005 Drowning Data Collection
- EMS Information Bulletin 2011-004 ALS and BLS Statewide Protocols Implementation
- EMS Information Bulletin 2011-003 Pediatric Transport Guidelines
- EMS Information Bulletin 2011-002 Implementation of Updated ALS-BLS Statewide Protocols
- EMS Information Bulletin 2011-001 Continuing Education Hour Calculation
- EMS Information Bulletin 2012-015 Yellow DOT
- EMS Information Bulletin 2012-014 Approved Emergency Vehicle Operator Course
- EMS Information Bulletin 2012-013-C State Recognized CPR Programs
- EMS Information Bulletin 2012-011 Picture Identification
- EMS Information Bulletin 2012-010 Drug Shortage
- EMS Information Bulletin 2012-009 EMS Transfer of Care Form
- EMS Information Bulletin 2012-008 Stretcher Vans
- EMS Information Bulletin 2012-007 Defibrillation Doses
- EMS Information Bulletin 2012-004 PA NJ ConEd Document
- EMS Information Bulletin 2013-010 Lapse of Registration
- EMS Information Bulletin 2013-009 Cognitive Exam Acknowledgement Form
- EMS Information Bulletin 2013-008 Expired Medications
- EMS Information Bulletin 2013-007 Patient Care Report Submissions
- EMS Information Bulletin 2013-005 State Recognized CPR Programs
- EMS Information Bulletin 2013-004 ALS/BLS Protocol
- EMS Information Bulletin 2013-003 Mechanical CPR
- EMS Information Bulletin 2013-002 Emergency Medical Responder
- EMS Information Bulletin 2013-001 Out of Service Decal
- EMS Information Bulletin 2014-001 State Recognized CPR Programs
- EMS Information Bulletin 2014-002 Transfer of Care
- EMS Information Bulletin 2014-003 Ebola
- EMS Information Bulletin 2014-004 Naloxone
- EMS Information Bulletin 2014-005 Ebola Treatment Facilities
- EMS Information Bulletin 2014-006 Scope of Practice for EMS Providers
- EMS Information Bulletin 2014-007 EVZOTM Naloxone Autoinjector Donation Update
- EMS Information Bulletin 2015-001 Expired Medications
- EMS Information Bulletin 2015-002 CPR Requirements
- EMS Information Bulletin 2015-003 PA DOH Statewide Protocol Update
- EMS Information Bulletin 2015-004 Advance Emergency Medical Technician (AEMT) Certified Providers
- EMS Information Bulletin 2015-005 2015 PA DOH Statewide Protocol Update
- EMS Information Bulletin 2015-006 Voluntary Rescue Service Recognition (VRSR) Water Rescue Application
- EMS Information Bulletin 2015-007 State Recognized CPR Programs
- EMS Information Bulletin 2015-007A State Recognized CPR Programs
- EMS Information Bulletin 2015-008 Federal Specification for the Star-of-Life Ambulance, KKK-A-1822F Update
- EMS Information Bulletin 2015-009 2015 PA DOH Statewide AEMT Protocol
- EMS Information Bulletin 2015-010 Use of ALS monitor/defibrillators by BLS providers and AEMTs on vehicles used at the BLS and IALS levels
- EMS Information Bulletin 2015-011 2015 PA DOH Statewide Protocol Update
- EMS Information Bulletin 2015-012 New Release Update
- EMS Information Bulletin 2015-013 EMS providers performing legal blood draws
- EMS Information Bulletin 2015-014 EMS Certification Reminders
- EMS Information Bulletin 2015-015 Critical Care Transport and Air Ambulance Provider Expanded Scope of Practice.
- EMS Information Bulletin 2016-01 QRS Staffing Clarification
- EMS Information Bulletin 2016-02 Critical Care Transport and Air Ambulance Transport Approved Educational Programs
- EMS Information Bulletin 2016-03 Clarification for Chest Tubes in Paramedic Scope of Practice
- EMS Information Bulletin 2016-04 Critical Care Agency Licensure Process
- EMS Information Bulletin 2016-05 EMS Vehicle Operator Application
- EMS Information Bulletin 2016-06 EMS Provider Certification Exam Fees
- EMS Information Bulletin 2016-07 EMS Provider Certification Application

- EMS Information Bulletin 2016-08 Pre-Hospital Registered Nurse Scope of Practice and Administration of Anesthetic Agents
- EMS Information Bulletin 2016-09 Statewide ALS Protocol Update to Reflect Increased Naloxone Dosing in Altered Mental Status Protocols.
- EMS Information Bulletin 2016-10 Direct Pay Tracking
- EMS Information Bulletin 2017-02 Legal Blood Draws—Interim Guidelines
- EMS Information Bulletin 2017-03 Naloxone Increased Dosage Option
- EMS Information Bulletin 2017-05 CCT and Air Transport Approved Educational Programs
- EMS Information Bulletin 2017-06 Minimum Staffing
- EMS Information Bulletin 2017-07 Drowning and new drowning event reporting
- EMS Information Bulletin 2017-08 WannaCry Ransomware
- EMS Information Bulletin 2017-09 Announcing Updates
- EMS Information Bulletin 2017-10 Pediatric Safe Transport Devices
- EMS Information Bulletin 2017-11 Revising 2017-10 Pediatric Safe Transport Devices
- EMS Information Bulletin 2017-12 Vehicle Equipment and Supplies Implementation Date
- EMS Information Bulletin 2017-13 Direct Pay Notice of Form Publication
- EMS Information Bulletin 2017-14 ALS Certification Registration Expiration
- EMS Information Bulletin 2017-15 NEMSIS 3.4 Data Collection Requirement
- EMS Information Bulletin 2017-16 New Trauma Centers
- EMS Information Bulletin 2017-17 Expired Meds
- EMS Information Bulletin 2017-18 Trauma Center Updates Oct.
- EMS Information Bulletin 2017-19 Potential Sterile Saline Solution Shortage
- EMS Information Bulletin 2017-20 Limited ConEd TRAIN PA
- EMS Information Bulletin 2017-21 Allowance of Multiple Pediatric Safe Transport Devices
- EMS Information Bulletin 2018-01 mRACE Educational Program
- EMS Information Bulletin 2018-02 Updated Naloxone Standing Order
- EMS Information Bulletin 2018-03 Naloxone Leave Behind
- EMS Information Bulletin 2018-04 FBI Clearance Service Codes Information
- EMS Information Bulletin 2018-05 Naloxone Leave Behind Program Survey
- EMS Information Bulletin 2018-06 EMS Agency NEMSIS Compliance Update
- EMS Information Bulletin 2018—List of CCT and Air Ambulance Transport Approved Educational Programs
- EMS Information Bulletin 2018-07 Updated CCT and Air Ambulance Transport Approved Educational Programs
- EMS Information Bulletin 2018-08 Statewide ALS Protocol Update
- EMS Information Bulletin 2018-09 Approved and Required Medication List Clarification
- EMS Information Bulletin 2018-10 BLS Agency Survey of Voluntary Naloxone Participation
- EMS Information Bulletin 2018-11 State Recognized CPR Programs
- EMS Information Bulletin 2018-12 Emergency Medical Responder (EMR) courses (non-Department of Health)
- EMS Information Bulletin 2018-13 Out-of-State EMS Providers—PA EMS Education Institute Clinical and Field Experience
- EMS Information Bulletin 2018-14 Revision to Required Autoinjectors for BLS Participating Agencies
- EMS Information Bulletin 2018-15 Stop the Bleed App
- EMS Information Bulletin 2018-16 Tourniquet Quantities
- EMS Information Bulletin 2018-17 Ground Ambulances Supporting Air Ambulance Operations
- EMS Information Bulletin 2018-18 CCT Air Protocol—Use of Department-approved Agency Air Medical Protocols
- EMS Information Bulletin 2018-19 EMS Licensure Application Registry
- EMS Information Bulletin 2018-20 Expired Providers Wanting to Reinstate at a Lower Level
- EMS Information Bulletin 2018-21 Direct Pay Notice of Form Publication
- EMS Information Bulletin 2018-22 PPE and Responder Safety
- EMS Information Bulletin 2018-23 Crediting EMR Stations to EMT Psychomotor Exams
- EMS Information Bulletin 2018-24 NREMT National Continued Competency Program NCCP
- EMS Information Bulletin 2018-25 Approval of Law Enforcement K-9 Continuing Education Courses
- EMS Information Bulletin 2019-01 Drowning and Near Drowning Event Reporting for PA Public Bathing Place Regulated Facilities
- EMS Information Bulletin 2019-02 EMS Student Clinical Experience
- EMS Information Bulletin 2019-03 Measles Guidance for EMS Providers
- EMS Information Bulletin 2019-04 2019 PA DOH Statewide Protocol Updates
- EMS Information Bulletin 2019-05 Hepatitis A Outbreak
- EMS Information Bulletin 2019-06 Trauma Center Updates
- EMS Information Bulletin 2019-07 ALS Protocol Minor Updates
- EMS Information Bulletin 2019-08 Changes to Certification by Endorsement Process
- EMS Information Bulletin 2020-01 Novel coronavirus 2019-nCoV
- EMS Information Bulletin 2020-02 Infection Control
- EMS Information Bulletin 2020-03 PA DOH AEMT Protocol Update
- EMS Information Bulletin 2020-04 EMS Vehicle Requirements Change Notice
- EMS Information Bulletin 2020-05 Issued Regulatory Exception to the Lapse of Registration Process
- EMS Information Bulletin 2020-06 COVID-2019 Policy and Protocol Updates
- EMS Information Bulletin 2020-07 Alternate Pathway for Psychomotor Testing
- EMS Information Bulletin 2020-09 Out of State EMS Agencies
- EMS Information Bulletin 2020-10 EMS Providers Obtaining Nasopharyngeal Swabs
- EMS Information Bulletin 2020-11 Level I EMS Staffing Exceptions
- EMS Information Bulletin 2020-12 PCR Data Collection for Exemptions Outlined in EMSIB 2020-11
- EMS Information Bulletin 2020-13 Infection Control Alternatives to Nebulized Bronchodilators During COVID-2019
- EMS Information Bulletin 2020-14 COVID-2019 Lapse of Registration Regulatory Exception

- EMS Information Bulletin 2020-15 Signatures on Transfer of Care Forms
 - EMS Information Bulletin 2020-17 Temporary State-wide BLS Non-transport of Patients with Suspected COVID-19 Protocol 932
 - EMS Information Bulletin 2020-19 Revised Interim Guidance for Cardiac Arrest Treatment by EMS in a Patient with Suspected COVID-2019
 - EMS Information Bulletin 2020-20 Use of Out of State EMS Providers
 - EMS Information Bulletin 2020-21 Statewide ALS Protocol Updates Including Interim COVID-19 Treatment Changes
 - EMS Information Bulletin 2020-22 Guidance to EMS Educational Entities
 - EMS Information Bulletin 2020-23 Changes to EMS Agency Licensure Inspection Process
 - EMS Information Bulletin 2020-24 AEMT Protocol Implementation Extension
 - EMS Information Bulletin 2020-26 PPE Reminder (Updated)
 - EMS Information Bulletin 2020-27 Act 17 of 2020 BLS Ambulance Staffing Exceptions
 - EMS Information Bulletin 2020-28 Changes to BLS Psychomotor Examination
 - EMS Information Bulletin 2020-29 Additional Extension to CPR Expiration Dates
 - EMS Information Bulletin 2020-30 Trauma Center Update
 - EMS Information Bulletin 2020-31 EMS Participation in Mass Vaccination
 - EMS Information Bulletin 2021-01 Overdose-Substance Abuse Training
 - EMS Information Bulletin 2021-02 Updated EMS Participation in Mass Vaccination
 - EMS Information Bulletin 2021-03 Updated Transfer of Care Form
 - EMS Information Bulletin 2021-04 Spotted Lanternfly Webinar
 - EMS Information Bulletin 2021-05 First Responder Mental Health Toolkit
 - EMS Information Bulletin 2021-06 Statewide EMS Protocols
 - EMS Information Bulletin 2021-07 Status of Regulatory and Statutory Suspensions
 - EMS Information Bulletin 2021-08 State Recognized CPR Programs
 - EMS Information Bulletin 2021-09 Resumption of Psychomotor Examination
 - EMS Information Bulletin 2021-10 Trauma Center Updates
 - EMS Information Bulletin 2021-11 Rescinding EMSIB 2020-11 Level I Staffing Exceptions
 - EMS Information Bulletin 2021-12 Additional Exceptions Under Act 17 of 2020
 - EMS Information Bulletin 2021-13 State Recognized CPR Programs Updates
 - EMS Information Bulletin 2021-14 2021 PA DOH Statewide Protocol Update
 - EMS Information Bulletin 2021-15 Trauma Center Update
 - EMS Information Bulletin 2021-16 Status of EMS Regulatory Suspensions
 - EMS Information Bulletin 2021-17 2021 PA DOH Statewide TBI Protocol Update
 - EMS Information Bulletin 2022-01 Change in Leadership at the Bureau of EMS
 - EMS Information Bulletin 2022-02 Act 10 of 2022 Announcement
 - EMS Information Bulletin 2022-03 Act 10 of 2022 Announcement—Additional Information
 - EMS Information Bulletin 2022-04 Status of EMS Regulatory Suspensions
 - EMS Information Bulletin 2022-05 Act 10 Update—Signature Phase
 - EMS Information Bulletin 2022-06 Appointment of Bureau Director
 - EMS Information Bulletin 2022-07 Licensing of EMS Buses
- Contact: Aaron M. Rhone (717) 787-8740
- C. Office of Quality Assurance**
- QA Annual Report
- Contact: Quality Assurance (717) 783-1078
- D. Bureau of Long-Term Care Programs**
- Division of Nursing Care Facilities (Long Term Care Provider Bulletins)**
- Abuse, Neglect, Misappropriation of Property by Nurse Aides or Others—LTC PB No. 22 (Reviewed 6/19/15)
 - Training of Companions/Sitters in T18 or 19 Facilities—LTC PB No. 31 (Reviewed 6/25/14)
 - Disposition of Patient Medications—LTC PB No. 35 (Reviewed 6/19/15)
 - Exception/Waiver Requests—LTC PB No. 37 (Reviewed 6/19/15)
 - Taping of Exit Conference—LTC PB No. 42 (Reviewed 6/19/15)
 - Informal Dispute Resolution—LTC PB No. 44 (Reviewed 6/19/15)
 - Surety Bond Requirements—Clarification of “Obligee”—LTC PB No. 48 (Reviewed 6/19/15)
 - Department Access to Records at Nursing Homes Pursuant to 35 P. S. § 448.813—LTC PB No. 49 (Reviewed 6/19/15)
 - Independent Informal Dispute Resolution (Section 6111 of the Patient Protection and Affordable Care Act of 2010/Sections 1819(h) and 1919(h) of the Social Security Act, 42 U.S.C. §§ 1395i-3(h) and 1396r(h), and 42 C.F.R. § 488.431)—LTC PB No. 2011-12 (Issued December 8, 2011) (Reviewed 6/19/15)
 - Department of State Referrals of Licensed Professionals when allegations have been unsubstantiated—LTC PB No. 2012-2-1 (Issued February 14, 2012) (Reviewed 6/19/15)
 - Long-Term Care Nursing Facility Independent Informal Dispute Resolution Act, Act 128 of 2011—LTC PB No. 2012-05-1 (Issued May 24, 2012) (Reviewed 6/19/15)
 - Provider Bulletin 2012-11-13 Required Reportable Events/Actions by Facility (Issued 11/13/2012) (Reviewed 6/19/15)
- Contact: Quality Assurance (717) 783-1078
- PA Department of Health Message Board
<http://app2.health.state.pa.us/commonpoc/content/FacilityWeb/FacMsgBoard.asp?Distribution=F&Selection=All>
- Act 60 Hospital Authorization Form
 - Hospitals Not Providing Emergency Contraception to Sexual Assault Victims Based on Religious or Moral Beliefs listing
 - 160407 DAAC Notification Guidance
 - Password Agreement
 - Password Agreement Letter
 - Notice of Ambulatory Surgical Facilities Change of Ownership and License
 - Experiencing Bullying or Abuse Poster
 - Overview of the Attestation Process

- Add New or Replace Old Equipment Attestation
- Add a New Service Attestation
- Exception Request Form
- Exceptions Following a Change of Ownership
- Structured Exception Process and Request Form for Hospitals and Ambulatory Surgery Facilities
Exception Committee Procedure: Elective Percutaneous Coronary Interventions (PCI)
- Anesthesia Hazards
- Medical Staff Membership
- Oral Orders
- Orders (Radiology Services)
- Telemedicine Survey Guidelines and Department of Health Survey Policy—General Statement

Contact: Garrison Gladfelter (717) 783-8980

E. Bureau of Non-Long Term Care

Application for Tanning Registration HD01628F: 07/07/2014

Indoor Tanning FAQs 07/07/2014 Updated: 07/16/2014
Contact: Scott Mincemoyer (717) 783-8665

1. Division of Home Health

- Home Health Survey Guideline: Physician Verbal Orders 5/3/2013
- Initial Application Process Map
- State Licensure Application Process
- Opening a Home Care Agency/Registry FAQ
- Application Training
- Apply for a Home Care Agency/Registry License—Updated 8/30/2021
- State and CMS Survey Guidance for Home Care Agencies/Registries, Home Health Care
- Agencies, Hospices, Birth Centers, Pediatric Extended Care Centers (7/2/2020)
- Updated Guidance for Home Health Care Agencies During COVID-19 Pandemic (5/4/2021)
- Application forms for a Home Health license and/or Medicare Certification
Technical Advisory 5/3/2013
FAQ Regarding Medications
FAQ Regarding Act 179
- Home Care Agency/Registry Guidance
- Home Care Agency/Registry Change of Ownership Application
- Home Health Agency Change of Ownership Application
- Hospice Agency Change of Ownership Application
- Birth Center Change of Ownership Application
- Department of Aging Criminal Background Unit
- Department of Human Services ChildLine
- Directory of Birth Centers and Other Types of Health Care Facilities by County and Survey Results
- Application forms for Birth Center licensure
- American Association for Birth Centers
- American Association for Birth Centers: Standards for Birth Centers
- Application forms for Hospice licensure and/or Medicare certification
- CMS Approved Accreditation Associations: Community Health Accreditation Program (CHAP)
- The Joint Commission (TJC)
- Accreditation Commission for Health Care (ACHC) (Accrediting body for HH & Hospice)
- Hospice FAQs
- Search for Hospice agencies by county
- PA Hospice Network
- Hospice Association of America
- National Hospice and Palliative Care Organization
- Application forms for Medicare certification for ESRDs
- ESRD FAQ

- List of Fiscal Intermediaries
 - Search for ESRD Survey History by County
 - Complete Listing of ESRDs In Your Area
 - National Dialysis Accreditation Commission (NDAC) (Accrediting Body for ESRDs)
 - American Association for Accreditation of Ambulatory Surgery Facilities (AAASF) (Accrediting Body for OPTs)
 - The Compliance Team (TCT) (Accrediting Body for RHCs)
 - National Kidney Foundation
 - American Association of Kidney Patients
 - Centers for Medicare/Medicaid Services
 - American Kidney Fund
 - ESRD Network 4, Inc.
 - Directory of PECCs by county with survey results
 - Generic Drug Substitution/Equivalency Overview of Laws/Regulations
 - Narrow Therapeutic Index General Information
 - Federal Requirements for Electronic Orders and Prescriptions
 - Pennsylvania Wholesale Prescription Drug Distributors License Act FAQ
 - Submit a New Registration Online
 - Renew/Update/Cancel Existing Registration
 - Download Blank Application Forms
 - Infant Hearing Education Assessment Reporting & Referral (IHEARR) Act
 - Registration Requirements for Fitters and Dealers
 - Department of State (Board of Speech, Hearing, Audiology & Board of Medicine)
 - American Speech & Hearing Association (ASHA)
 - National Board Certification Program
 - International Hearing Society
- Contact: Linda Chamberlain (717) 783-1379

2. Division of Acute and Ambulatory Care

- Abortion Control Act (footnoted)
 - Ambulatory Gynecological Surgery in Hospitals and Clinics Regulations (footnoted)
 - Abortion: Making a Decision
- Contact: Scott Mincemoyer (717) 787-8015

3. Drug, Device, and Cosmetic Program & Hearing Aid Program

- Generic Drug Substitution/Equivalency Overview of Laws/Regulations
 - Narrow Therapeutic Index General Information
 - Guidance for Pennsylvania Wholesale Prescription Drug Distributors Licensure
 - Pennsylvania Controlled Substance, Drug, Device, and Cosmetic Act FAQ
 - Guidance for Pennsylvania Cosmetic Manufacturers
 - Registration Requirements for Hearing Aid Fitters and Dealers
 - Hearing aid Apprentice Fitter training and education agreement
 - Hearing aid Disclosure Agreement
 - Hearing Aid Alternate Disclosure Agreement
 - Hearing Aid Sales Complaint form
 - Hearing Aid Sales—FAQ
- Contact: Theresa Ritchie (717) 787-4779

F. Bureau of Family Health

- Application for Chronic Renal Disease Transportation Services (Form # HD01623S 11/4/2014)
 - Application for Head Injury Program Services (Form # HD01441S Rev. 01/20)
 - Application for Acquired Brain Injury Program (Form HD002157 08/19)
- Contact: Tara Trego (717) 346-3000

1. Division of Newborn Screening and Genetics

- Hearing Screening Instructions for Submitters
- A Newborn Hearing Screening Roadmap for Families
- PCP Instructions for Follow-up Hearing Screening and Diagnostic Results
- Early Hearing Detection and Intervention Program Report on Screening and Follow-up for 2017 Births
- 2009 Newborn Screening Provider Manual
- Newborn Screening Status Update Form
- Newborn Screening Release Request Form
- Newborn Screening Waiver Form
- Critical Congenital Heart Defect (CCHD) Screening Information for Submitters
- Brochure to Parents: Pennsylvania Department of Health: Important Information For Parents About Newborn Screening
- Brochure to Parents: Pennsylvania Department of Health: Important Information For Parents About Lysosomal Storage Disorders
- Bureau of Family Health Cystic Fibrosis (CF), Spina Bifida (SB), and Metabolic Formula Program Application (Form # HD1072F Rev. 1/18)
- CMV Information for Parents
- Instructions for Audiologists on Diagnostic Evaluations
- Pennsylvania Breastfeeding Referral Guide
- Supporting Breastfeeding within African-American Communities

Contact: Stacey Gustin (717) 783-8143

G. Bureau of Women, Infants and Children (WIC)

- WIC State Plan of Operations
- WIC Vendor Handbook
- WIC Food List
- PA Licensed Infant Formula Sellers
- WIC Orientation Packet
- PA WIC Vendor Competitive Prices
- PA WIC Vendor Minimum Inventory Requirements
- WIC Participant Frequently Asked Questions
- WIC Facts
- WIC Research

Contact: Sally Zubairu-Cofield

H. Bureau of Communicable Diseases**1. TB Program**

- TB Outbreak Response Plan
- TB Elimination Plan

Contact: Kimberly Fitzpatrick (717) 787-6267

2. STD Program

- STD Outbreak Response Plan
- PA NEDSS STD Program Reference Guide (available on line)
- Sexually Transmitted Diseases Treatment Guidelines 2015 (available online)
- Testing Guidelines for Obstetricians and Gynecologists for Hepatitis B, HIV and STD
- Program Operation Guidelines for STD Prevention (published by Centers for Disease Control and Prevention (CDC))

Contact: Beth Butler (717) 787-3981

3. HIV Program

- HIV Cluster and Outbreak Detection and Response Plan (in collaboration with Bureau of Epidemiology, HIV Surveillance Unit)

Contact: Marijane Salem-Noll 717-547-3433

I. Bureau of Health Statistics and Registries

The following forms are available for stakeholders that report vital events:

- Application of Intent to Participate in the Reporting of Deaths in Pennsylvania Form (4-19)
- Affidavit to Register Child's Parent Other Than as Birthing Parent's Spouse, Form HD002122 (9/20)
- Affidavit of Birthing Parent to Register Child's Parent Other Than as Spouse, Form HD002143 (6/22)
- Certificate (Report) of Adoption of a Foreign-Born Child, Form HD01273F (1/11)
- Certificate (Report) of Adoption, Form H105.091 (4/04)
- Certificate (Report) of Death, Form H105.143 (11/17)
- Disinterment/Reinternment Permit, Form HD01189F (01/19)
- Disposition/Transit Permit, Form HD01232F (11/2013)
- EDRS User Account Request—Coroner-Medical Examiner (03/20)
- EDRS User Account Request—Funeral Home (03/20)
- EDRS User Account Request—Medical Professional (03/20)
- Funeral Director Worksheet (11/15)
- Funeral Home Application for a Death Certificate, Form HD02085F (6/18)
- Local Registrar's Monthly Report—Summary Schedule of Activity and Income, Form H106.026 (7/18)
- Local Registrar's Monthly Report—Schedule of Certified Copies Issued and Income Earned, Form H105.028
- Local Registrar Requisition for Vital Records Forms, Form H002105 (01/19)
- Medical Certification Worksheet, Form HD02036F (7/18)
- Mother's Worksheet (8/13)
- Record for Interment of Cremated Remains, Form H105.111 (5/18)
- Report of Fetal Death, Form H105.024 (11/17)
- Report of Live Birth, Form H105.142 (8/21)
- Request to Amend a Death Record by the Funeral Director, Form HD002200 (06/20)
- Request to Amend the Medical Information on a Death Record Certified by a Coroner or Medical Examiner, Form HD002181 (06/20)
- Request to Amend the Medical Information on a Death Record Certified by a Medical Professional, Form HD002192 (06/20)
- Supplemental Report of Live Birth for Intended Parents, Form H105.030 (8/21)

Contact: Lisa Hasselbrook (717) 783-2548

The following forms are electronically available to the general public at:

<https://www.health.pa.gov/topics/certificates/Pages/Forms.aspx>

- Adoptee's Application for Noncertified Copy of Original Birth Record, Form HD002109 (6/17)
- Application for a Birth Certificate, Form H105.102 (6/18)
- Application for a Birth Certificate with Fees Waived for an Individual Who is Experiencing Homelessness, Form H1106F-H (12/19)
- Application for a Birth Certificate with Fees Waived Under the Disaster Declaration (for an Individual with an Opioid Disorder), Form HD1106F-O (3/20)
- Application for a Death Certificate, Form H02080F (6/20)
- Application for a Fetal Death Certificate, Form H002180 (01/20)
- Application for a Stillborn Birth Certificate, Form H02090F (08/18)
- Application to Add a Father to a Birth Record, Form HD002109 (3/19)
- Authorization to Mail Certificate to Temporary Address due to a Recent Natural Disaster (7/19)
- Birth Corrections Statement, Form H105.133. (6/16)

- Delayed Report of Birth, Form HD105.018 (12/19)
- Funeral Home Application for a Death Certificate, Form (HD02085F (6/18)
- Multi-Year Birth Application, Form HD1124F (3/15)
- Multi-Year Death Application, Form HD 1125F (3/15)
- Name Redaction Request, Form HD02046F (3/18)
- Report of a Child Born Abroad, Form HD002001 (06/19)
- Solicitud de Copia Certificada del Acta de Nacimiento, Form H105.102 (8/14)
- Solicitud de Copia Certificada de Acta De Defuncion, Form H105.102 (8/14)
- Statement of Citizenship and Residency, Form HD01275F (4/19)

Contact: Lisa Hasselbrook (717) 783-2548

J. Bureau of Laboratories

Some of these documents are electronically available at www.health.pa.gov/topics/labs/Pages/Laboratories.aspx

- Submission of Rabies Specimens
- General Specimen Submission Form
- CDC Specimen Submission Form
- Compliance with Shipping of Diagnostic Specimen/Etiologic Agent
- Laboratory Submission Form for Viral Encephalitis/Meningitis
- Lyme Disease Testing Form
- Bioterrorism Agents (various) Information
- Sputum Collection for Tuberculosis
- Nasal or Throat Swab Procedure for Virus Isolation
- CDC MERS-CoV Clinical Specimen Guidelines
- Food collection guidelines
- Neisseria gonorrhoea collection guidelines
- Water Collection guidelines for Legionella testing
- Stool collection guideline for patient
- Stool collection guideline for public health site
- Bordetella pertussis collection guidelines
- Measles collection guidelines
- Material transfer agreement
- Coronavirus Disease 2019 (COVID-19) Specimen Collection and Shipping Guidance
- Monkeypox virus Collection Guidance
- Division of Chemistry and Toxicology contact list
- Division of Laboratory Improvement contact list
- Division of Microbiology contact list
- Bureau of Laboratories Directory of Services
- Blood Alcohol & Drugs of Abuse Postmortem Specimen Collection Instructions
- Alcohol in Blood and/or Serum Testing Approval Requirements
- Requirements for the Approval of Laboratories That Perform Blood Lead Analysis
- Requirements for the Approval of Laboratories That Perform Erythrocyte Protoporphyrin and/or Zinc Protoporphyrin Analysis
- Drugs of Abuse in Blood and/or Serum Testing Approval Requirements
- Drugs of Abuse in Urine Testing Approval Requirements
- Pennsylvania Clinical Laboratory Permit Application for In-State Laboratories
- Multiphasic Screening Procedure
- Pennsylvania Clinical Laboratory Permit Application for Out-of-State Laboratories
- Pennsylvania Clinical Laboratory Permit Application—Mobile Labs
- Pennsylvania Clinical Laboratory Permit Application—Screening Sites
- Change of Status Form
- Laboratory Requirement for Zika Virus Test submission

- Zika Virus Laboratory Submission form
- Quick guide for Clinicians: How to interpret Zika Virus Test Results
- Guidelines for Pennsylvania Laboratories Handling Specimens for patients with suspected or confirmed Ebola virus disease
- Sexual Assault Testing and Evidence Collection Act Initial Data Reporting Form
- Sexual Assault Testing and Evidence Collection Act Annual Data Reporting Form
- Act 27 Frequently Asked Questions
- Understanding Clinical Laboratory Regulations in Pennsylvania
- Frequently Asked Questions—Volume 1 (Questions 1—28) Act 122-2013 May 28, 2014
- Frequently Asked Questions—Volume 2 (Questions 29—38) Act 122-2013 June 23, 2014
- Frequently Asked Questions—Volume 3 (Questions 39—52) Act 122-2013 July 31, 2014
- Act 122-2013 Clinical Laboratory Complaint Form
- Instructions for Requesting Collection Kits for Blood Alcohol & Drugs of Abuse Postmortem Specimens
- 2022 Toxicology Proficiency Testing Program Fees
- Toxicology Proficiency Testing Programs 2022 Schedule
- Limits of Quantitation of Laboratories Approved to Analyze Blood for Controlled Substances and/or their Metabolites

Contact: James R. Lute, Ph.D. (610) 280-3464

K. Bureau of Emergency Preparedness and Response

State Emergency Registry of Volunteers in Pennsylvania Criminal History Policy and Code of Conduct (2011-01) July 1, 2011

Contact: Jeffrey Backer (717) 346-0640

L. Office of Drug Surveillance and Misuse Prevention

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/PDMP.aspx>

- PDMP System Vendor Transition
- PA PDMP Vendor Transition FAQ
- ABC-MAP Quarterly Meeting Agenda—April 26, 2022
- NOTICE: PA PDMP System Transition Prescribers
- NOTICE: PA PDMP System Transition Pharmacists
- NOTICE: PA PDMP System Transition Delegates
- PDMP Overview (PDMP System 1-pager)

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Prescribers.aspx>

- Prescriber Q & A
- Misapplication of Prescribing Guidelines Provider Letter
- PDMP Patient Notice Poster
- PDMP Patient Notice Poster (Spanish)

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Tutorial.aspx>

- Pennsylvania Prescription Drug Monitoring Program System User Terms and Conditions
- LogiCoy PDMP Account Transfer/Registration Training Resources
- Delegate Policies

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Dispensers.aspx>

- Dispenser Q&A
- LogiCoy Paper Universal Claim Form

- Dispensation Data Submission Waiver Policy
- Application Request for Waiver of Reporting Requirements for Pennsylvania Prescription Drug Monitoring Program (PA PDMP)
- PDMP Patient Notice Poster
- PDMP Patient Notice Poster (Spanish)

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Patients.aspx> Patient Prescription Record Request

- Patient Prescription Correction Request

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Education.aspx>

- Module 1: Why Using the PDMP is Important for Achieving Optimal Health for Pennsylvania Citizens
 - Module 1 Guide Document
- Module 2: How to Use the PDMP to Make Clinical Decisions
 - Module 2 Guide Document
 - Reporting Suspected Aberrant Medication Dispensing
 - Reporting Suspected Aberrant Medication Prescribing
 - Pharmacist Fact Sheet
 - Prescriber Fact Sheet
- Module 3: Using the PDMP to Optimize Pain Management
 - Module 3 Guide Document
 - Diagram: Multimodal Pain Management Methods
 - Module 3 Pocket Cards
- Module 4: Opioid Prescribing Guide
 - Module 4 Guide Document
 - Opioid Prescribing Guidelines for Chronic Pain Checklist
 - Fact Sheet: Summary of Opioid Prescribing Guidelines for Noncancer Chronic Pain
 - Commonwealth of Pennsylvania Laws Surrounding Controlled Substances
 - Pocket Card: Quick Guide to Pennsylvania Laws Surrounding Controlled Substances
 - Pocket Card: Opioid Prescribing Guidelines for Chronic Pain
- Module 5: Referral to Treatment for Substance Use Disorder Related to Opioid Use
 - Module 5 Guide Document
 - Flow Chart: Primary Care “Warm Handoff” for Substance Use Disorder
- Module 6: Approaches to Addressing Substance Use Disorder with Patients Identified by the PDMP
 - Module 6 Guide Document
 - Key Components of Motivational Interviewing
 - Pocket Card: Steps of the Brief Negotiated Interview
 - Frequently Asked Questions: SBIRT Training and Implementation
 - SBIRT Primer
 - SBIRT Online Directory
 - SBIRT Demonstration Videos
- Module 7: Effective Opioid Tapering Practices
 - Module 7 Guide Document
 - Flow Chart: Opioid Tapering
 - Pocket Card: How to Taper Opioids

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Integration.aspx>

- Integration Request Form
- PDMP Integration Guide

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Data.aspx>

- Interactive Data Report: Overdose Data Technical Notes
- Interactive Data Report: PDMP Data Technical Notes
- PDMP Data by Prescriber Category Technical Notes
- Pennsylvania Overdose Data Brief 2017
- Pennsylvania Overdose Data Brief 2018
- Pennsylvania Overdose Data Brief 2019
- Pennsylvania Overdose Data Brief 2020

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/QA.aspx>

- General Q&A
- Prescriber Q&A
- Physician-in-training Q&A
- Dispenser Q&A

The following can be found at the following website: <https://pdmp.health.pa.gov/PDMPSystemApp/dashboard#!/guide>

- Investigative User Guide
- Data Submitter Guide
- Pharmacist Guide
- Prescriber Guide
- Delegate Guide
- Agency User Guide

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Resource-Library.aspx>

- Opioid Epidemic Overview
- Opioid Epidemic Fact Sheet
- Good Samaritan Overview
- Good Samaritan Fact Sheet
- Naloxone Overview
- Naloxone Fact Sheet
- State Prescription ID Laws Overview
- State Prescription ID Laws Fact Sheet
- Drug Scheduling Overview
- Drug Scheduling Fact Sheet
- Patient Privacy Overview
- Patient Privacy Fact Sheet
- PDMP Annual Report 2018
- PDMP Annual Report 2016-2017
- PDMP Annual Report 2019
- PDMP Annual Report 2020

The following can be found at the following website: <https://www.health.pa.gov/topics/programs/Pages/Electronic%20Prescribing.aspx>

- Electronic Prescribing of Controlled Substances FAQ
- Act 96 of 2018 Temporary Exemption Form.

The following can be found on the following website: <https://www.health.pa.gov/topics/programs/PDMP/Pages/Opioid-Treatment-Agreements.aspx>

- Sample Treatment Agreement
- Requirements of Act 112 and Considerations for Prescribers
- Act 112 Questions and Answers
- Act 112 of 2019 Treatment Agreement Checklist
- Opioid Use and Safety
- What is Act 112 and Questions to Ask Your Provider

The following can be found on the following website: <https://www.health.pa.gov/topics/programs/Patient-Advocacy/Pages/Patient%20Advocacy.aspx>

- Where to Seek Care Handout

The following can be found on the following website: <https://www.health.pa.gov/topics/programs/Patient-Advocacy/Pages/Patients.aspx>

- Opioid Use and Safety
- What is Tapering?
- How do Pennsylvania Opioid Prescribing Guidelines and Opioid Laws Impact Patient Care?

The following can be found on the following website:
<https://www.health.pa.gov/topics/programs/Patient-Advocacy/Pages/Healthcare.aspx>

- Medical and Health Care Professionals Considerations and Resources
- Pennsylvania Non-Opioid Directive Information Sheet

The following can be found on the following website:
<https://www.health.pa.gov/topics/programs/Patient-Advocacy/Pages/County-Regional-Resources.aspx>

- North West Region Resource Guide for Patients
- North Central Region Resource Guide for Patients
- North East Region Resource Guide for Patients
- South West Region Resource Guide for Patients
- South Central Region Resource Guide for Patients
- South East Region Resource Guide for Patients

Contact: Ashley Bolton (717) 547-3144

M. Health Research Office

Annual CURE Report
<https://www.health.pa.gov/topics/Research/CURE/Pages/Reports.aspx>

Contact: William R. Cramer (717) 231-2825

N. Bureau of Health Promotion and Risk Reduction

2021 Asthma Prevalence in Pennsylvania Fact Sheet—available at <https://www.health.pa.gov/topics/programs/Asthma/Pages/Surveillance-Reports.aspx>

Contact: Amy Flaherty (717) 787-5876

2021 Asthma Mortality in Pennsylvania Fact Sheet—available at

<https://www.health.pa.gov/topics/programs/Asthma/Pages/Surveillance-Reports.aspx>

Contact: Amy Flaherty (717) 787-5876

2021 Asthma Hospitalizations in Pennsylvania Fact Sheet—available at

<https://www.health.pa.gov/topics/programs/Asthma/Pages/Surveillance-Reports.aspx>

Contact: Amy Flaherty (717) 787-5876

Asthma Strategic Plan 2021-2026—available at

<https://www.health.pa.gov/topics/programs/Asthma/Pages/Asthma.aspx>

Contact: Amy Flaherty (717) 787-5876

Clean Indoor Air Act (CIAA) Guidance, Forms and Information

<https://www.health.pa.gov/topics/programs/CIAA/Pages/CIAA.aspx>

Contact: Barbara Fickel (717) 783-6600

PA Free Quitline Information and Online Enrollment

<https://www.health.pa.gov/topics/programs/tobacco/Pages/Quitline.aspx>

Contact: Barbara Fickel (717) 783-6600

Tobacco Retail Enforcement Information and Online Violation Reporting Form

<https://www.health.pa.gov/topics/programs/tobacco/Pages/Act-112.aspx>

Contact: Barbara Fickel (717) 783-6600

Pennsylvania Smokefree Multiunit Housing Toolkit

<https://www.health.pa.gov/topics/programs/tobacco/Pages/Smoke-Free-Housing.aspx>

Young Lungs at Play Toolkit

<https://www.health.pa.gov/topics/programs/tobacco/Pages/Young-Lungs-at-Play.aspx>

O. Office of Medical Marijuana

- Pa Bulletin Sept. 4, 2021 List of Pesticides Which May be Used by Medical Marijuana Grower and Processors Medical Marijuana Assistance Program (MMAP) FAQ
- Medical Marijuana Two-Year Final Report—May 15, 2020 Medical Marijuana Coronavirus (COVID-19) Notice—June 15, 2021
- Extension of Medical Marijuana Temporary Regulations Notice—April 2, 2020

Contact: Peter Blank, 717-547-3454

P. COVID-19—Active Orders and Guidance

Skilled Nursing Facilities:

- Interim Guidance for SNFs During COVID-19
- Interim Guidance for Skilled Nursing Facilities During COVID-19 FAQ
- Temporary Suspension of Requirements of the Clinical Laboratory Act to Allow Personnel to Collect and Test Specimens in Skilled Nursing Facilities
- State and CMS Survey Guidance for SNFs during the COVID-19 Pandemic
- Requirements for Testing of Residents and Staff in SNFs Order
- Order of the Secretary of the Pennsylvania Department of Health Directing Testing at Skilled Nursing Facilities
- Order of the Secretary of the Pennsylvania Department of Health Directing Long-Term Care Facilities to Implement Measures for Use and Distribution of Personal Protective Equipment
- LTCF PPE Order FAQ
- Amended Order Requiring Skilled Nursing Care Facilities to Make Weekly Reports of Specified Data Regarding Supplies and Equipment
- Data Reporting Requirements for Skill Nursing Facilities FAQs

Contact: Ann Chronister (717) 783-1078

Hospitals:

- Guidance on Hospitals' Responses to COVID-19 <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Hospital-Guidance.aspx>
- Hospital Daily Reporting of Supplies and Equipment
- Hospital Measures to Protect Staff and Patients (SOH)
- Emergency Department COVID Specimen Collection (SOH)
- Hospital Reduction of Elective Procedures in Regions with low ICU Treatment Capacity (SOH)
- Order of the Secretary of the Pennsylvania Department of Health Requiring Reduction of Elective Procedures in Regions with Low Acute Care Treatment Capacity—Frequently Asked Questions
- State and CMS Survey Guidance for Hospitals, ASFs, and Abortion Facilities during the COVID-19 Pandemic (9/28/20): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Survey-Guidance-Hospital-ASF.aspx>
- Interim Pennsylvania Crisis Standards of Care for Pandemic Guidelines (4/10/2020): <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/COVID-19%20Interim%20Crisis%20Standards%20of%20Care.pdf>
- Ethical Allocation Framework for Emerging Treatments of COVID-19: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Ethical-Allocation-Framework.aspx>

Contact: Scott Mincemoyer (717) 787-8015

Ambulatory Surgical Facilities:

- Guidance on Ambulatory Surgical Facilities' Responses to COVID-19 <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Ambulatory-Surgical-Facilities-Guidance.aspx>

Contact: Scott Mincemoyer (717) 787-8015

Home Care Agencies, Home Health Care Agencies & Hospice:

- Guidance for Home Care Agencies, Home Health Care Agencies and Hospices during COVID-19 Pandemic (5/20/20): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Home-Health-Home-Care-Hospice.aspx>
- State and CMS Survey Guidance for Home Care Agencies, Home Care Registries, Home Health Care Agencies, Hospices, Birth Centers, and Prescribed Pediatric Extended Care Centers during the COVID-19 Pandemic (7/2/20): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Survey-Guidance.aspx>

Contact: Linda Chamberlain (717) 783-1379

Vaccine:

- Order of the Acting Secretary of the Pennsylvania Department of Health Directing Vaccine Providers' Administration of COVID-19, dated February 12, 2021, as amended.
- Order of the Secretary of Health Requiring Reporting of Data Related to Each Administration of an Immunization for COVID-19, dated December 14, 2020.
- Order of the Secretary of the Pennsylvania Department of Health Requiring Health Systems, Hospitals, Federally Qualified Health Centers and Pharmacies to Vaccinate Certain Health Care Personnel, dated December 30, 2020.
- COVID-19 Vaccine FAQs, dated April 13, 2021
- COVID-19 Interim Vaccination Plan V8.0, dated March 31, 2021
- FAQ's for Pennsylvania's Provider Network, dated May 11, 2021
- FAQ's for Pennsylvania's Provider Network, dated April 19, 2021
- FAQ's for Pennsylvania's Provider Network, dated April 6, 2021
- FAQ's for Pennsylvania's Provider Network, dated March 23, 2021
- FAQ's for Pennsylvania's Provider Network, dated March 5, 2021
- FAQ's for Pennsylvania's Provider Network, dated February 26, 2021
- FAQ's for Pennsylvania's Provider Network, dated February 24, 2021
- COVID-19 Vaccine Equity Toolkit, updated April 12, 2021
- COVID-19 Fact Sheet, Phase 1

Contact: Tom McCleaf (717) 787-5681

Testing:

- Point of Care Testing for COVID-19 (9/21/20): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Point-of-Care-Testing.aspx>
- Symptoms & Testing (pa.gov)
- Responding to COVID-19 | PA.GOV
- School Health (pa.gov)
- Guidance for K12 Pooled Testing: 2021.08.26 K12 Pooled Testing Guidance.pdf (pa.gov)
- Guidance on Test to Stay in Schools: Test to Stay (pa.gov)

- COVID-19 Patient Instructions for Self-Isolation While Awaiting Lab Results: <https://www.health.pa.gov/topics/Documents/HAN/COVID-19%20Patient%20Instructions%20for%20Self%20Isolation.pdf>

- Fact Sheets (pa.gov)

Contact: Shakila Shah, shshah@pa.gov 717-395-9589

Other Entities:

- Interim Guidance on COVID-19 for Dental Health Care Personnel in Pennsylvania
- Order of the Secretary of Department of Health Directing Testing at Long-Term Care Facilities
- Interim Guidance On Postmortem Care Of A Decedent Whose Death Is Confirmed Or Suspected To Be Attributed To COVID-19 (1/11/21): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Postmortem-Care.aspx>
- Resources for School Communities During COVID-19 <https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Pages/default.aspx>
- Summer Recreation, Camps and Pools Frequently Asked Questions (6/1/22): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Summer-Recreation-Camps-Pools.aspx>
- COVID-19 Guidance for WIC Clinics (12/11/20): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/WIC-Clinics.aspx>
- Division of School Health COVID-19 FAQ's: <https://www.health.pa.gov/topics/Documents/School%20Health/School%20Health%20COVID%2019%20FAQ%20Apr%202020.pdf>
- COVID-19 School Health Resources for School Nurses and Other School Health Care Personnel: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/School-Health.aspx>
- Coronavirus Fact Sheet—DOH: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Coronavirus-Fact-Sheet.aspx>
- COVID-19 Mental Health Factsheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Mental-Health.aspx>
- COVID-19 Guidance on Breastfeeding: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Breastfeeding-Guidance.aspx>
- Guidance on Veterinary Practices Amid COVID-19 Pandemic (6/24/2020): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Veterinary-Guidance.aspx>
- COVID-19 Homemade Mask Factsheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Homemade-Mask-Fact-Sheet.aspx>
- COVID-19 Patient Instructions for Self Isolation While Awaiting Lab Results: <https://www.health.pa.gov/topics/Documents/HAN/COVID-19%20Patient%20Instructions%20for%20Self%20Isolation.pdf>
- Remdesivir Fact Sheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Remdesivir-Fact-Sheet.aspx>
- MIS-C Fact Sheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/MIS-C-Fact-Sheet.aspx>
- Universal Face Covering Order FAQ (updated June 9, 2021): <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Universal-Masking-FAQ.aspx>
- COVID-19 Mask Guidance for Children: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Masks-Children.aspx>

- Back-to-School Guidance Fact Sheet for Parents: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Back-to-School-Guidance.aspx>
 - Sexual Health During COVID-19: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Sexual-Health.aspx>
 - Rapid Antigen Testing Fact Sheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Antigen-Testing.aspx>
 - Emergency Use Authorization for COVID-19 Vaccine Fact Sheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/COVID-EUA.aspx>
 - New Variants of COVID-19 Fact Sheet: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Variant-Fact-Sheet.aspx>
 - Safe and Effective: COVID-19 Vaccine Fact Sheet: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Vaccine%20Fact%20Sheet.pdf>
 - Coronavirus disease 2019 (COVID-19) Factsheet | Protect Baby: https://www.cdc.gov/coronavirus/2019-ncov/downloads/communication/COVID-19_Positive_Caring_for_Baby.pdf
 - Coronavirus disease 2019 (COVID-19) Factsheet | Pregnancy: https://www.cdc.gov/coronavirus/2019-ncov/downloads/communication/COVID-19_Pregnancy.pdf
 - Maintaining Healthy Education and Childcare Settings during the COVID-19 Pandemic: <https://www.health.pa.gov/topics/envirohealth/Pages/Healthy-Education.aspx>
 - Training for staff in K—12 schools
 - Post-training survey (K—12)
 - Training for staff in early childcare centers
 - Post-training survey (ECE)
 - References and other resources
 - Module 1 (Ventilation)—Reducing COVID-19 spread through improved ventilation
 - Module 2 (COVID testing)—Considerations for preK—12 school settings
 - Critical Medical Resources (GOV)
 - Healthcare Professionals Protections—Civil Immunity (GOV)
 - PCHs and Assisted Living Facilities Reporting Requirements (SOH)
 - Authorizing Remote Administrative Agency Proceedings (GOV)
 - Antigen Testing Reporting (SOH)
 - Use of Satellite Testing Location (SOH)
 - LTCF Testing Requirement (SOH)
- Contact: Wendy Braund, MD, (717) 315-8190

**Department of
HUMAN SERVICES
(DHS)**

(Editor's Note: Statements of Policy are in upper and lower case. Notices of Rule Change are in all capitals. Notices of Rule Change adopted more than 180 days before deposit are starred ().)*

Office of Administration—Contact: Shannon Baker (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)	
2020		Equal Employment Opportunity Policy Statement	7/26/2021	
2020		Policy Statement on Prohibition of Sexual Harassment	7/26/2021	
2020		Limited English Proficiency Policy Statement	7/26/2021	
2020		Disability-Related Employment Policy	7/26/2021	

GUIDANCE MANUALS:

- DHS Single Audit Supplement
- ICF/ID Audit Guide
- CCIS Audit Guide
- Introduction to DHS Audit Policy
- Early Intervention Annual Expenditure Report Instructions
- Human Services Block Grant Annual Expenditure Report Instructions
- Human Services Non-Block Grant Annual Expenditure Report Instructions
- Annual County Human Services Planning Guidelines
- Medicaid Administrative Claiming Supplemental Guidance for Counties

Office of Child Development and Early Learning—Contact: Andrea Algatt 717-712-7684

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

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2007	Ch. 3270— 3280	Certification of Part Day Program for School-Age Children	9/15/07	3001-07-01
2009	Ch. 3270 Ch. 3280 Ch. 3290	Reporting Lost Child	2/21/09	3001-08-02
	Ch. 3270 Ch. 3280 Ch. 3290	Playground Protective Surface Covering	2/21/09	3001-09-01
2011	Ch. 3270— 3280	Waiver of Child Care Facility Regulations	3/1/11	00-11-01 Replaced by Announcement C-21-# 4— Waiver of Child Care Facility Regulations— effective 4/1/21
2012	Ch. 3270 Ch. 3280 Ch. 3290	Tuberculosis Blood Test	2/4/12	3001-12-01

Bureau of Certification Services

2008		C-08 # 01—Capacity on Certificate of Compliance	4/08/08	
		C-08 # 02—Proof of Liability Insurance	4/08/08	
		C-08 # 05—Impact of Change in Equivalencies of CDA and CCP Credentials	8/13/08	
		C-08 # 06—Approved Child Care Services Report Form	9/2/08	
		C-08 # 07—Compliance with Regulations Relating to Recalled Toys and Equipment	9/15/08	
2009		C-09 # 04—Use of Hand Sanitizers in Early Childhood Programs	9/25/09	
2011		C-11 # 01—Emergency Temporary Relocation of a Child Care Facility	5/12/11	
		C-11 # 02—Revised Child Care Staff Health Assessment	7/20/11	
2012		C-12 # 01 Proof of Identification Required for Child Care Center Director and Group Child Care Home Primary Staff Person	9/18/12	
2013		C-13 # 01—Announced Renewal Inspections Within 30 Day Range	11/15/13	
2014		C-14 # 01—Water Safety Training for Child Care Providers & Lifeguard Requirements	2/28/14	
		C-14 # 02—Healthy and Green Initiative—Child Care Siting	3/10/14	
		C-14 # 03—Degrees from Business Technical & Trade Schools	4/22/14	
2016		C-16-01—Meeting New Health and Safety Training Requirements as Required by the Federal Government	7/1/16	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2017		C-17-01—Child Protective Service Law (CPSL) for Child Care Facilities	2/23/17	
		C-17-02—Vaping and the Use of Electronic Cigarettes in a Child Care Facility	2/23/17	
		C-17-03—Inclusion of All Children in Early Childhood Programs in Pennsylvania	6/29/17	
		C-17-04—Reduction of Expulsion and Suspension in Early Childhood Programs in Pennsylvania Child Care and Development Fund (CCDF) Plan for State/Territory	6/29/17	
		C-17 # 05 Emergency Temporary Relocation of a child care facility	9/29/17	
		C-17 # 06 Approved child service form	9/29/17	
		C-17 # 7 Applicability of the Pennsylvania Safe Drinking Water Act	11/1/17	
2019		C-19# 1-Verifying Compliance with the PA Safe Drinking Water Act	3/1/19	
		C-19# 2 Meeting the Requirements of the Child Protective Services Law (CPSL) for child care Facilities	08/30/19	
2020		C-20# 6 Interim Guidance for Certified Child Care Facilities Operating During Novel Coronavirus Pandemic	6/23/20 Revised 7/8/20	
		C-20# 12—Interim Guidance for Certified Child Care Facilities Operating During the Novel Coronavirus Pandemic	9/29/20 Revised 4/14/21	
2021		C-21-# 01—Waiver of Child Care Facility Regulations	4/1/21	
		C-21-# 03—Act 62 of 2020 Fire Safety Requirements for Certified Child Care Facilities	5/24/21	
		C-21-# 04—Best Practices for Child Care Facilities Operating During the Novel Coronavirus	6/28/21	
		C-21-# 09—Reinstating and Extensions of Child Care Certification Regulation Suspensions Due to Act 73	12/6/1	
		C-21-# 10—Obsolete Certification Announcements for Certified Child Care Providers—Order of the Acting Secretary of the Pennsylvania Department of Health Directing Face Coverings in School Entities	12/14/21	
		C-21-# 11—Addition of COVID-19 to List of Reportable Communicable Diseases	12/20/21	
2022		C-22-# 01—Pediatric First Aid and Pediatric Cardiopulmonary Resuscitation (CPR) Training Requirements and Access to Free Training through Early Childhood Education Professional Development Organization (ECE PDOs)	1/11/22	
		C-22-# 02—Updates to Health and Safety Training and Professional Development Requirements	1/24/22	
		C-22-03—Updates to Prevention of Shaken Baby Syndrome, Abusive Head Trauma, and Child Maltreatment Requirements	1/24/22	
		C-22-# 04—Updated Emergency Preparedness and Response Planning Regulations and Requirements for Child Care Facilities	4/19/22	
Bureau of Early Intervention Services and Family Supports—Early Intervention Services Announcements				
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	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		EI-07 # 12 PA Pre-K Counts and Early Intervention working Together	10/24/07	
2008		EI-08 # 10 Eligibility for Infants Toddlers Families Medicaid Waiver	09/22/08	
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	
2010		EI-10 # 02 Release of Information	01/29/10	
		EI-10 # 04 Operational Guidance for Infant/Toddler Programs Regarding Children Living in Residential Facilities	04/09/10	
		EI-10 # 08 Amended Behavior Supports for Young Children	10/25/10	
		EI-10 # 09 State Set Rates for Infant/Toddler Early Intervention Services	11/09/10	
2011		EI-11 # 01 IDEA Early Intervention Complaint Procedures	06/01/11	
		EI-11 # 02 ACT 24 of 2011 Implementation PELICAN Data Moratorium	08/01/11	
		EI-11 # 04 Infant/Toddler Early Intervention Cost Centers	11/16/11	
2012		EI-12 # 01 Screening, Evaluation and Assessment in Early Intervention	04/11/12	
		EI-12 # 02 Updates to Early Intervention Policy Based on requirements in IDEA Part C	04/11/12	
		EI-12 # 03 Confidentiality, Parent Consent and Surrogate Parents	04/11/12	
		EI-12-# 05 Mediation, Due Process, and IFSP Facilitation Procedures for Infant/Toddler Early Intervention	07/01/12	
		EI-12 # 07 Collecting and Reporting Child Outcome Data in Infant/Toddler and Preschool Early Intervention Programs	10/26/12	
		EI-12 # 09 Public Participation Requirements under The Individuals with Disabilities Education Act	10/26/12	
2013		EI-13 # 01 Transition of Toddlers to Preschool or Other Community Services	01/30/13	
		EI-13 # 02 Pennsylvania System of Payment	03/19/13	
		EI-13 # 03 Session Notes	04/26/13	
		EI-13 # 04 Infants and Toddlers Referred to Pennsylvania's Early Intervention Program from Out of State	04/30/13	
		EI-13 # 05 Third Party Insurance Denials and Public Consulting Group	04/30/13	
		OCDEL-13 # 01 Children Experiencing Homelessness	05/09/13	
		EI-13 # 06 Children who Have a Hearing Loss	08/01/13	
		EI-13 # 07 Positive Behavior Support	08/29/13	
		EI-13 # 08 Eligibility for Infant/Toddlers and Preschool Early Intervention	12/13/13	
2014		EI-14 # 01 At-Risk Tracking for Infants and Toddlers Experiencing Homelessness	11/21/14	
2016		EI-16 # 01 Provider Qualifications	02/12/16	
2017		EI-17 # 01; FC/PRF-17 # 02 Inclusion of All Childhood Program in Pennsylvania	06/30/17	
2018		EI-18# 02 Local Determination Process	12/21/18	
2020		EI-20 # 3 Early Intervention Service Delivery; Coaching Across Settings	11/30/20	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2021		EI-21 # 01 Reportable Incidents	01/27/21	
		EI-21 # 02 2021/2022 Rate Increase Distribution Plan For Infant Toddler—Early Intervention	06/22/21	
		EI-21 # 03 Recommendations for Infants, Toddlers and Preschool-Age Children Who are Deaf or Hard of Hearing	11/29/21	
2022		EI-22 # 01 Lead Exposure in Infants/Toddlers and Preschoolers	04/19/22	
Bureau of Early Intervention Services and Family Supports—Family Supports Announcements				
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	
		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	
2016		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	07/01/16	
2017		FC/PRF—17# 01; OCDEL Communication Business Partners and Grantees	06/29/17	
Bureau of Early Learning Policy and Professional Development				
2005		S-05 # 04—Unemployment Compensation Claims Filed by Relative/Neighbor Providers Announcement	6/28/05	
2007		S-07 # 08—PA Pre-K Counts and Child Care Works: Enrollment and Release of Information Procedures	9/18/07	

NOTICES

4621

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
		S-07 # 09—Pelican Announcement	11/07/07	
2009		ELS/KS-09 # 11 Star Level of Facilities Operated by Regional Key, Technical Assistance and Professional Development Contractors/Subcontractors	4/14/09	
		S-09 # 05 Care Level for Kindergarten Children Changing from Preschool (PSE) to Young School Age (YSA)	6/17/09	
		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	7/14/09	
		ELS-KS-09 # 38 Centers for Disease Control Guidance Regarding Influenza for Early Childhood Programs	9/21/09	
		ELS-KS-09 # 39 Use of Hand Sanitizers in Early Childhood Programs	9/25/09	
2010		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	
2013		ELS/KS-13 # 12 Regional Keys Records Management, Conversions and Transmissions	8/28/13	
2014		ELS/KS-14 # 02 Degrees Earned from Business, Technical and Trade Schools	4/22/14	
		ELS/KS-14 # 09 Teacher Quality Version 2.0 and Career Lattice 2014	10/20/14	
		ELS/KS-14 # 11 Designation and Reliability Manual v. 1.0	10/20/14	
2015		ELS/KS-15 # 02 Pennsylvania Program Assessment Communication Tool (PA PACT) Manual	4/15/15	
		S-15 # 03 Early Head Start—Child Care Partnership Grants	9/21/15	
		OCDEL-15 # 02 Early Head Start—Child Care Partnership Grants	9/29/15	
2016		ELS/KS-16 # 02 Start Up Technical Assistance Peer Mentoring and Rising STARS Peer Mentoring Guidance	1/22/16	
2017		S-17 # 04—Inclusion of All Children in Early Childhood Programs in Pennsylvania	6/29/17	
		S-17 # 05—Reduction of Expulsion and Suspension in Early Childhood Programs in Pennsylvania	6/29/17	
		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 # 13 Increasing Base Payment Rate for STAR 3 and STAR 4 Providers	12/22/17	
2018		S-18 # 02 PELICAN CCW Help Desk	6/15/18	
		ELRC-18 # 02 Updated Provider Agreements for Certified, Relative and In-Home Child Care Providers	7/12/18	
		ELRC-18 # 03 DRAFT—Child Care Providers United—Deduction of Union Dues and Other Voluntary Deductions from Subsidized Child Care Payments	9/10/18	
		ELRC-18 # 04 Certification Referral to Early Learning Resource Centers	10/10/18	
2019		ELRC-19 # 02 Keystone STARS Status Review, Reduction, Suspension and Removal	2/28/19	
		ELRC-19 # 05 Tools for Promoting Healthy Weight in Early Childhood Education: An Integrated Approach to Coaching	8/21/19	
		ELRC-19 # 06 Keystone STARS Tiered Reimbursement Quality Add-on Rates and Grants & Awards Structure	9/6/19	

<i>Year</i>	<i>Code Citation</i>	<i>Subject</i>	<i>Date Issued</i>	<i>Bulletin Number</i>
2020		ELRC-20 # 02 Operational Recommendations for Early Childhood Providers Due to Coronavirus (COVID-19)	3/13/20	
		ELRC-20 # 04 Reporting Early Learning Programs Closings Due to Coronavirus (COVID-19)	3/14/20	
		ELRC-20 # 11 Restoring Child Care Works Payment Practices Based on Attendance and Invoicing for All Children	9/1/20	
		ELRC-20 # 12 Keystone STARS Performance Standards and Program Manual	7/31/20	
		ELRC-20 # 13 Updates to the Child Care Works School-Age Blended Rate Payment Policy for the 2020-21 School Year	8/17/20	
		ELRC-20 # 14 Keystone STARS Designation Processes for FY 20/21	8/21/20	
		ELRC-20 # 15 Changes to Policy Regarding Parents/Caretakers Caring for Their Own Children in a Child Care Setting During the COVID-19 Pandemic	9/8/20	
		ELRC-20 # 16 Internal Assessment Process (IAP) Guide	10/8/20	
		ELRC-20 # 17 Child Care Works Payment During the Proclamation of Disaster Emergency	11/20/20	
		ELRC-20 # 18 Keystone STARS Designation Maintenance for Facilities Temporarily Closed Due to COVID-19	12/21/20	
2021		ELRC-21 # 01 Child Care COVID-19 Pandemic Relief Award	1/13/21	
		ELRC-21 # 02 Increase to Child Care Works Base Payment Rates	2/18/21	
2022		ELRC 22-01 Systems Alignment to the Pennsylvania Professional Standards and Competencies for Early Childhood Educators (PA PSCECE)	4/7/2022	
Deputy Secretary Announcements				
2020		DS 20 # 02 COVID-19 Related Policies, Announcements, and Communications that are Sunset or Obsolete	09/30/20	
		DS-03 Inclusion of All Children in Early Childhood Education Programs in Pennsylvania (joint announcement from Bureau of Certification Services, Bureau of Policy and Professional Development, Bureau of Early Intervention Service and Family Supports, Bureau of Operations and Monitoring)	09/30/20	
2021		DS 21 # 01 Monitoring Coordination Across Dually Programs and Programs with PA Pre-K Counts and Head Start Supplemental Assistance	02/02/21	
2022		DS 22 # 01 Contract Monitoring	06/10/22	
GUIDANCE MANUALS:				
<ul style="list-style-type: none"> • Licensing Indicator System for Child Day Care Centers • Licensing Indicator System for Group Day Care Homes • Infant Toddler Contracted Slots (ITCS) Program: Policies, Guidance, and Clarifications. Updated September 25, 2020, July 1, 2021, July 1, 2022 • Early Childhood Education Professional Development Organization (ECEPDO) Policies, Clarifications, and Guidance. July 1, 2020. 				
Professional Development Organizations				
<ul style="list-style-type: none"> • Early Childhood Education Professional Development Organization (ECEPDO) Policies, Clarifications, and Guidance. July 1, 2020. 				
2021		PDO Policy Communication 20 # 01 Professional Development Organizations (PDOs) Role in Offering Pediatric First/Aid/Pediatric Cardiopulmonary Resuscitation (CPR) to Early Childhood Education Workforce	5/14/2021	
2022		PDO 22 # 01 Career Pathway Level A Plus Verification Change	2/7/2022, effective 7/1/2022	

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 Children, Youth & Families—Contact: Natalie Bates (717) 783-7376

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
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, 3170	OCYF Financial Participation in Costs of County Human Service Departments	08/31/87	3140-87-02 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

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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
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
	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, 3490	Child Placements with Emergency Caregivers	07/01/04	3140-04-05 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

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	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, 3490, 3700	Implementation of Safe and Timely Placement of Foster Children Act (P.L. 109-239)	05/12/08	99-08-01
	Ch. 3490	Implementation of Act 126 of 2006 Amending the Child Protective Services Law	03/24/08	3490-08-02
	Ch. 3490	Implementation of Act 179 of 2008 And Act 72 of 2007 Amending the Child Protective Services Law	06/27/08	3490-08-03
	Ch. 3490	Implementation of New Reporting Requirements as Required by Act 146 of 2006 and Act 179 of 2006	10/01/08	3490-08-04
	Ch. 3700	Implementation of Act 68 of 2005 (The Resource Family and Adoption Process Act), Act 73 of 2005 (The Resource Family Care Act), and Act 78 of 2007	10/01/08	3700-08-01
	Ch. 3130, 3350, 3700	Impact of Act 109 on Agency Operations	12/29/08	Special Transmittal
2009		Act 76 of 2007	01/07/09	Special Transmittal
	Ch. 3130, 3140, 3700	Fostering Connections to Success and Increasing Adoptions Act of 2008	02/24/09	Special Transmittal
	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, 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, 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

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		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. 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
	Ch. 3130	Youth Independent Living Services Guidelines (and Appendix)	07/08/11	3130-11-04
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. 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	Federal Title IV-E Invoicing Procedures Manual	10/15/13	3140-13-06
2014	Ch. 3800	Search and Seizure in Programs that Serve Children and Youth	02/28/14	3800-14-01

(Editor’s Note: This document continues with the Governor’s Office’s Catalog of Nonregulatory Documents in Part III at 52 Pa.B. 4629 (August 6, 2022).)