

STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES

To: Manual Holders

Date: April 25, 2005

Subject: Access to the Department of Human Services (DHS) Contract Policy and Information Manual and Contract Reimbursement Manual on the DHS Website.

Supersedes: Depository Libraries Availability of the Contract Policy and Information Manual and Contract Reimbursement Manual, dated May 1, 1999 and IMP97-5, Contract Manuals for Licensed Public Accountants, dated December 15, 1997.

The purpose of this Information Memorandum is to advise Prospective Provider Agencies and Individual Providers, as well as Contracted Provider Agencies, audit firms and the public that the DHS Contracting Manuals, the Contract Policy and Information Manual and the Contract Reimbursement Manual, are now accessible for viewing and downloading from the DHS Website.

These Manuals can be accessed from the Office of Contract Policy and Management (OCPM) webpage at: <http://dhs.state.nj.us/humanservices> . The Contracting Manuals' link is available from the webpage sidebar.

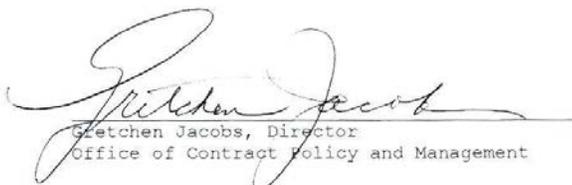
The \$60.00 fee previously required for securing copies of the manuals and any updates is no longer applicable nor required because of the availability of the manuals on the web.

The Departmental Components will no longer be distributing manuals nor updates. The Departmental Components may, at their discretion, from time to time, notify provider agencies under contract of any department component-specific policies. Otherwise, public notification of any changes to the manuals is provided through web access (Changes/revisions to the manuals are marked with an asterisk (*) during each calendar year).

The Manuals including all updates, will continue to be available at the NJ State Depository Libraries in hard copy.

The DHS version of the manuals is the legally binding version.

Issued by:


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