



COMMONWEALTH OF PENNSYLVANIA  
**DEPARTMENT OF PUBLIC WELFARE**

P.O. BOX 2675  
HARRISBURG, PENNSYLVANIA 17105-2675

**KEVIN T. CASEY**  
Deputy Secretary  
Office of Developmental Programs

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April 10, 2008

Dear Administrator or Director:

Enclosed is the final bulletin entitled *“Due Process and Fair Hearing Procedures for Individuals with Mental Retardation”* and its attachments. These documents are being forwarded to you for your information. Please share this bulletin with your colleagues who may be affected by the information.

This bulletin disseminates the Office of Developmental Programs’ (ODP) policy on due process for individuals who register for or receive base-funded (non-Waiver) mental retardation services. This bulletin also delineates ODP’s policy on fair hearings for individuals who apply for or receive services through the Consolidated and Person/Family Directed Support (P/FDS) Waivers.

If you have any questions regarding the procedures in this bulletin, please contact the appropriate Regional Program Manager.

Sincerely,

A handwritten signature in cursive script that reads "Kevin T. Casey".

Kevin T. Casey

Enclosures