



COMMONWEALTH OF PENNSYLVANIA

DEPARTMENT OF PUBLIC WELFARE

September 13, 2010

Attention Medical Service Provider:

I am writing to inform you of the Department of Public Welfare's high priority, assisting TANF families who are eligible for Social Security Income (SSI) clients in applying for such benefits. As you may know, the SSI claims process requires a significant amount of medical and behavioral health evidence in order to build a case for approval.

The Department has established partnerships with the following agencies to work with these clients in applying for SSI:

- Homeless Advocacy Project (HAP)
- DPW's Disability Advocacy Program (DAP)
- Community Legal Services (CLS)
- DPW's Maximizing Participation Program (MPP)

As cases are developed and applications are completed, you will be contacted by representatives from the above agencies, requesting medical records and related documentation that will serve as evidence and support for the SSI application. It is imperative that such requests are fulfilled within 10 business days of the receiving the request or any other Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliant release, which will most likely come by phone or fax. **It is also critical that the entire medical record, including progress notes, be released so that claims can be fully evaluated.**

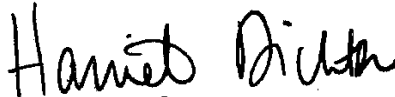
I appreciate your cooperation and understanding in this matter. Your assistance in this is necessary; it will allow TANF families to expeditiously receive the benefits to which they are entitled.

Should you have any questions or concerns, please contact:

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DPW /OIM REPRESENTATIVE
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Sincerely,


Harriet Dichter
Secretary

OFFICE OF THE SECRETARY