



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
600 Washington Street • Boston MA 02111

William F. Weld
Governor
Argeo Paul Cellucci
Lieutenant Governor

Gerald Whitburn
Secretary
Joseph Gallant
Commissioner

FAX 96-14
Field Operations Memo 96-4
February 5, 1996

TO: Local Office Staff
FROM: Joyce Sampson, Assistant Commissioner for Field Operations
RE: Referral to LOQC of TAFDC Teen Parent Under Age 18 Closed Case

A TAFDC teen parent under age 18 case that closes must be referred to LOQC regardless of the closing action reason.

LOQC will contact the teen parent and decide if any further action is required to ensure the safety and well-being of the teen parent and/or the dependent child. This is an interim process pending a joint initiative with DSS.

Use the referral form on Attachment A. Fax the referral to Bill McGillivray at (617) 348-5450 after the case actually closes.

If you have any reason to think that the child is being abused or neglected, you must file a 51A. As instructed in FAX 96-11 dated January 29, 1996, do not file a 51A if the only reason for doing so is the closing of the teen parent's case.

If you have any questions have your Hotline designee call the Policy Hotline at (617) 348-8478.



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance

96-4
Attachment A

William F. Weld
Governor
Argeo Paul Cellucci
Lieutenant Governor

Gerald Whitburn
Secretary
Joseph Gallant
Commissioner

Teen Parent Closed Case Referred to LOQC

Date ___/___/___

LO# _____

Teen Parent Name

Social Security Number

Address

(_____) _____
Area Code - Telephone Number

City/Town

ZIP

The above named teen parent is being referred to you (LOQC).

Signature of Worker

Worker's Name (please print)

Circumstances that may be relevant:

