



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

Argeo Paul Cellucci
Governor


Jane Swift
Lieutenant Governor

William D. O'Leary
Secretary

FAX 99-142

Claire McIntire
Commissioner

Field Operations Memo 99-10 K
October 25, 1999

To: Transitional Assistance Office Staff
From:  Joyce Sampson, Assistant Commissioner for Field Operations
Re: **Smith v. McIntire Lawsuit**

Background

The Department of Transitional Assistance has been ordered to send out a notice (Attachment A) to current and former recipients impacted by the *Smith v. McIntire* lawsuit. The notice informs them that the Massachusetts Law Reform Institute (MLRI) will have access to certain information in their case records, unless they object.

NOTE: These procedures affect only the information which will be released by the Department's Legal Division during this lawsuit.

Mailing

The notice, which is being mailed on October 25, 1999, informs recipients that if they object to MLRI's having access to this information, they must complete the bottom of the form and return it to the DTA Legal Division by November 8, 1999.

Legal Division Responsibilities

The Legal Division will forward these notices of objections to MLRI and a copy to the appropriate Transitional Assistance Office.

Transitional Assistance Worker Responsibilities

Once the notice of objection has been received by the Transitional Assistance Office, Transitional Assistance Workers must file it in the case record.

If a recipient returns the notice instead to the Transitional Assistance Office, the Transitional Assistance Worker must fax it to the Legal Division at (617) 348-5108 ATTN: Smith Lawsuit and file a copy in the case record.

Questions

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

October 25, 1999

Notice

You are a member of the class of plaintiffs in the case of Smith v. McIntire. The Massachusetts Law Reform Institute (MLRI) is your lawyer and is representing you in this case. The Court has ordered the Department of Transitional Assistance (DTA) to give MLRI access to information in your DTA case file, unless you object. MLRI is required to keep any information it receives about you confidential.

If you do **not** want DTA to give MLRI access to information in your case file, you should fill out the bottom of this Notice and mail it or bring it to the DTA Legal Department, 600 Washington Street, 4th Floor, Boston, MA 02111 on or before November 8, 1999. A copy of Notices returned to DTA will be provided to MLRI.

If you do not object to MLRI receiving information from your case file, you do not have to take any action in response to this Notice.

If you have any questions about this Notice, you may call MLRI AT 1-800-717-4133 or DTA'S Recipient Services at 1-800-445-6604.

I do not want the Department of Transitional Assistance to provide the Massachusetts Law Reform Institute with access to information in my case file.

Name (printed): _____

Signature: _____

Social Security Number: _____

Telephone Number: _____

(Optional)