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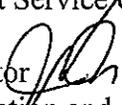
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October 1, 2013

SAPC BULLETIN NO. # 13-01

TO: Executive Directors
Community Assessment Service Centers Treatment Providers

FROM: John Viernes, Jr., Director 
Substance Abuse Prevention and Control

SUBJECT: **MANDATORY SUBSTANCE ABUSE RECOVERY PROGRAM ABP 132
PROGRESS REPORT REQUIREMENT**

This is to notify you about the required ABP 132 client Progress Report form for the Mandatory Substance Abuse Reporting Program (MSARP) General Relief (GR) clients. According to the Department of Public Social Services (DPSS) audit reports, some providers were non-compliant with maintaining copies of ABP 132 in client files.

The ABP 132 form is sent every 60 days to providers by DPSS for approved GR clients in treatment. GR MSARP providers are responsible for:

- a. Completing the form immediately;
- b. Faxing the form to the Community Assessment Service Centers (CASC);
- c. CASC enters the information on the LEADERS automated system; and
- d. Treatment providers must maintain a copy of the ABP 132 progress report in GR client files.

In order to continue to comply with this requirement, please remind your CASC and GR staff about the importance with following the above procedures. If you have any questions or need additional information, please contact Yolanda Cordero at (626) 299-4510 or via email at ycordero@ph.lacounty.gov.

JV/HM:yc

c: Holly McCravey
Michelle Palmer