

August 12, 2011

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 11-05
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: EDNA PRIMROSE
National Director
Office of Job Corps

SUBJECT: Update to Policy and Requirements Handbook (PRH)
Chapter 1, Exhibit 1-2

1. Purpose. To inform the Job Corps Community of revisions to Exhibit 1-2, Document Requirements for Assessment of Applicant Health Needs.
2. Background. Exhibit 1-2 provides guidance on the documents Admissions Counselors must collect in order for an assessment to be made of an applicant's health needs.
3. Explanation of Changes. Exhibit 1-2 has been revised to reflect the discontinuance of two forms.
4. Action. Addressees are to ensure this Change Notice is distributed to appropriate staff.
5. Effective Date. Until superseded.
6. Inquiries. Inquiries should be directed to Wendy Manning at (202) 693-3633 or manning.wendy@dol.gov.

Attachment

PRH Chapter 1, Exhibit 1-2: Document Requirements for Assessment of Applicant Health Needs