

December 23, 2008

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 08-27
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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: ESTHER R. JOHNSON, Ed.D.
National Director
Office of Job Corps

SUBJECT: Payment and Reimbursement of HIV Testing Costs During Procurement
Period of National Laboratory Testing Contract

1. Purpose. To provide information on the billing of HIV testing costs incurred during the procurement period by the National Office for the National Laboratory Testing contract.
2. Background. The HIV testing contract with the Center for Disease Detection (CDD) is due to expire on December 22, 2008. A new National Laboratory Testing contract will be procured in January 2009. During the period when no HIV testing contract is in place, CDD will bill each center directly for the HIV tests performed. The National Office will reimburse each center for HIV testing costs incurred during this period.
3. Action. Centers should continue to use CDD for HIV testing during the procurement period. Addressees are to ensure that this Information Notice is distributed to all appropriate staff.
4. Expiration Date. Until superseded.
5. Inquiries. Inquiries should be directed to Johnetta Davis at (202) 693-8010 or davis.johnetta@dol.gov, or Tina Hess-Williams at (202) 693-3116 or hess-williams.tina@dol.gov.