

State of California—Health and Human Services Agency
Department of Health Services



California
Department of
Health Services

SANDRA SHEWRY
Director



ARNOLD SCHWARZENEGGER
Governor

June 16, 2006

**TO: MATERNAL, CHILD AND ADOLESCENT HEALTH (MCAH)
DIRECTORS**

**SUBJECT: MCAH/OFP FISCAL YEAR (FY) 2005-2006 ANNUAL REPORT
DIRECTIONS AND REPORTING FORMS
PROGRAM POLICY ALERT #2005/06-07**

Beginning this year, the Maternal, Child and Adolescent Health/Office of Family Planning (MCAH/OFP) Branch requests electronic submission of the 2005-2006 Annual Report except for the confidential Fetal Infant Mortality Review (FIMR) and Black Infant Health (BIH) - FIMR documents. The FIMR and BIH-FIMR documents must be mailed.

For your convenience, the Annual Report forms were formatted in Microsoft (MS) Word but the content was not changed. Only use MS Word when completing these forms. The directions contain specific information on preparing and submitting the Annual Report, which forms to use and how to complete them.

The directions and reporting forms are available to download from the MCAH/OFP website following these steps:

1. Go to MCAH Homepage at: <http://www.mch.dhs.ca.gov/>
2. Double click on Policies and Procedures on left side of screen.
3. Double click on FY 2005-06 Program icon.
4. Under MCAH Annual Report FY 2005-2006, double click on Directions and MCAH Forms.

MCAH DIRECTORS

Page 2

June 16, 2006

If you have any questions, please call your Program Consultant or Contract Manager.



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Attachments/Enclosures

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