



## Memorandum

**TO:** SERVICE PROVIDERS  
**FROM:** VICTOR ALVAREZ, EXECUTIVE DIRECTOR  
**DATE:** APRIL 24, 2017  
**SUBJECT:** SECTION 6032 OF THE FEDERAL DEFICIT REDUCTION ACT

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As part of our organization's ongoing efforts to conduct business in a lawful and ethical manner, Partnership for Children of Essex, Inc. (the "Organization") has implemented a Corporate Compliance Plan ("Compliance Plan") and makes the Compliance Plan available to all staff members, including the Organization's leadership, supervisors, administrators, office personnel and field staff, as well as all contractors and agents of the Organization involved, directly or indirectly, in the provision or monitoring of, or coding or billing for, care coordination and health care services billed to or payable by any government or private third party payor. Among other policies contained in the Compliance Plan are a Code of Conduct and a policy as required under Section 6032 of the federal Deficit Reduction Act of 2005 ("DRA Section 6032"). Compliance with the Organization's Compliance Plan by all staff members, agents and contractors of the Organization is required as a condition of continued employment, engagement or affiliation by or with the Organization.

As part of the Organization's obligations under DRA Section 6032, we are distributing to you along with this Memorandum a copy of the Organization's current Federal Deficit Reduction Act Policy. This Policy is also included in the Organization's Compliance Plan and in the Organization's Employee Handbook. Copies of the Federal Deficit Reduction Act Policy may be obtained from the Organization's Executive Director or Compliance Officer. The Deficit Reduction Act Policy is also available on the Organization's website [www.pcenj.org](http://www.pcenj.org) at the "Service Provider Zone" link.

**Contractors and Agents of Our Organization:** You must disseminate the attached Deficit Reduction Act Policy, and make the policy available, to your employees and managers.

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**Victor Alvarez, MSW, LCSW, Executive Director**  
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