



HUMAN SERVICES
DEPARTMENT

SUSANA MARTINEZ, GOVERNOR
SIDONIE SQUIER, SECRETARY
TED ROTH, DIRECTOR

Manual Revision Memorandum

ISD-MR 13-01

TO: ISD Employees

FROM:  **Ted Roth, Director, Income Support Division**

RE: Forms Manual Revision-ISD 615 Fair Hearings Brochure

DATE: January 7, 2013

Form ISD 615 Fair Hearings Brochure has been updated to include the revised HSD logo. Use of the revised form shall begin immediately. This Brochure will be available to order through the HSD Business Operations Center.

Instruction:

1. Remove all previous versions from inventory:

ISD 615 Fair Hearings Brochure (Revised 5/10/10)

ISDSP 615 Audiencia Justa Brochure (Issued 5/10/10)

2. Replace with revised form:

ISD 615 Fair Hearing Brochure (Revised 1/3/13)

ISDSP 615 Audiencia Justa Brochure (Issued 1/3/13)

This form has been posted to the forms drive: <\\disfasv025\ISDForms>

If you have questions regarding the GI, please contact Mequella Romero at (505) 827-3159 or by e-mail at MequellaM.Romero@state.nm.us.