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STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

NONDISCRIMINATION ON THE BASIS OF HANDICAP
METHODS OF ADMINISTRATION

1. The Affirmative Action Officer of the New York State Department of Social Services is primarily responsible for insuring compliance with the 45 CFR Part 84 Non-discrimination on the Basis of Handicap Regulations and Section 504 of the Rehabilitation Act of 1973 throughout the Department itself and for all agencies, institutions, organizations and vendors which provide services or benefits. The Bureau of Local Agency Manpower is responsible for compliance with the regulations for the fifty-eight local social service districts.

2.
 - (a) The New York State Department of Social Services has issued a memorandum to all Department employees regarding the regulations. In addition the regulations will be included in the orientation program for all new employees.

 - (b) The Department has issued an Administrative Directive to all local social service districts informing them of the provisions of the regulations and instructing them to notify all agencies, institutions, organization vendors which provide services as well as instruct them to file the Assurance of Compliance if they haven't done so. In addition the Directive instructs local service districts to inform all applicants and recipients for any of the programs they administer of the provisions of the regulations.

 - (c) The Department has published a display advertisement in a number of newspapers throughout the State indicating that the Department complies with the provisions of the regulations.

3.
 - (a) The Affirmative Action Officer will conduct regular reviews of Department practices and policies to assure the individual is being discriminated against on the handicap.

 - (b) The Bureau of Local Agency Manpower will conduct reviews of the local social service districts to insure that they are complying with the provisions of the regulations both in employability and equal availability services.

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