

SUBJECT: Incarceration Case Processing Cheat Sheet

Please contact the Policy Unit if you have any questions regarding these or any other changes at DCSSPOLICYQUESTIONS@azdes.gov or call 602-771-8127

The Policy Unit is pleased to announce the new <u>Incarceration Case Processing Cheat Sheet</u>, now available on The PORT. PORT/DESK AIDS/Global/Incarceration Case Processing Cheat Sheet. Please use this cheat sheet as a resource for cases involving an incarcerated CP or NCP.

Questions regarding the use of this cheat sheet may be sent to DCSSPolicyQuestions@azdes.gov.

DCSS colleagues are urged to view this information directly on The PORT and not create a separate personal file.

*Please do not reply directly to this message as we will not be able to respond. This email address is only used for outgoing mail.