



# **F.Y.I.**

**from the Policy Unit**

**FYI-336**

**Date: Friday, May 7, 2021**

**SUBJECT: Updated Tools for the Settlement Team**

Please contact the Policy Unit if you have any questions regarding these or any other changes at [DCSS\\_POLICYQUESTIONS@azdes.gov](mailto:DCSS_POLICYQUESTIONS@azdes.gov) or call 602-771-8127

The Policy Unit is pleased to announce the following updated [Settlement Program Standard Operating Procedures \(SOP\)](#) and new [Settlement Desk Aid](#) and [Settlement Standard Work](#).

These Documents may be found in the PORT under the following:

Standard Operating Procedures>Global>Settlement Program

Desk-Aids>DCSS Desk-Aids>Global>Settlement Desk Aid

Desk -Aids>DCSS Desk-Aids>Global>Settlement Standard Work

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

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