



# COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.  
Interim Executive Director

OFFICE OF CHILDREN'S SERVICES  
*Administering the Children's Services Act*

## **Administrative Memo #15-05**

**To:** CPMT Chairs  
FAPT Chairs  
CSA Coordinators  
CSA Fiscal Agents  
SLAT Members

**From:** Scott Reiner, Interim Executive Director

**Date:** July 1, 2015

**Subject:** Release of Revised CSA Policy Manual and New CSA User Guide

The Office of Children's Services is pleased to announce the release of a revised CSA Policy Manual and a new CSA User Guide. The two documents take the place of the CSA Policy Manual that was available through the CSA website. The Policy Manual does not include any new material, but now contains only items with specific statutory authority or officially adopted as policy by the State Executive Council. The CSA User Guide contains significant information previously found in different locations, including in the retired Policy Manual and the CSA website.

The new documents can be found on the CSA website as follows:

<http://www.csa.virginia.gov/PDF/CSAPolicyManual2015revision.pdf>

CSA Policy Manual: CSA User Guide:

<http://www.csa.virginia.gov/PDF/CSAUserGuideFinalJuly%202015.pdf>

We hope you will find these documents easy to use and an improvement over previously available resources. We look forward to your feedback.