

DATE: May 3, 2004

TO: Executive Staff  
Managers  
Program Supervisors  
Authorized Administrative Manual Holders

FROM: Donald I. Habkirk, Jr.,  
Executive Director

RE: **EXECUTIVE DIRECTIVE 2 / 2004**  
**Deletion of Administrative Policy**

MCCMH Policy 5-06-030, "Advance and Adequate Action Notices," is now obsolete due to its placement in the MCO Manual (MCCMH MCO Policy 4-020). Please remove this administrative policy from your Administrative Manual:

DIH:rsw

Please retain Executive Directive 2 / 2004 in your Administrative Manual following Divider "A".