



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

FIA INFORMATION MEMO

Control Number: 04-03

Effective Date: Upon Receipt

Issuance Date: August 13, 2003

**TO: DIRECTORS, LOCAL DEPARTMENT OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS/ELIGIBILITY STAFF**

FROM: KEVIN McGUIRE, EXECUTIVE DIRECTOR, FIA

RE: RETRIEVE FIA FORMS ON THE FIPNET AND INTERNET

PROGRAMS AFFECTED: ALL PROGRAMS

ORIGINATING OFFICE: OFFICE OF POLICY, RESEARCH AND SYSTEMS

Updated forms are available on the FIPNET and the Internet, many in both English and Spanish. You can retrieve forms on-line through the FIPNET and on the Internet from the DHR Website. The procedure for accessing forms on the FIPNET has not changed. To access FIPNET forms, click on FIPNET on the left side of the DHRNET contents page, and then click on **ONLINE FORMS**.

To access forms on the Internet use the following steps:

Type www.dhr.md.state.us.

Press the enter key or use the mouse and left click once

The DHR Welcome page will appear

Click on Table of Contents on the left side

Scroll down to **FIA forms** and click once

Click on the form you would like to access or print

Reminder: information about all Family Investment programs is available on the FIPNET. If you have access to the Internet you can find information on all DHR programs on the DHR Website.

Please direct questions to Stephanie Hawkins at (410) 767-8121 or email her at shawkins@dhr.state.md.us.

cc: DHR Executive Staff
Constituent Services

FIA Management Staff
OIM HELP Desk

RESI