

**Sec. 17-2-144. Annual accounting to the department of PPA balance**

Annually, by each June 1st, an accounting must be made to the Department of Social Services reflecting the balance of the PPA for each patient for whom the facility handles the funds. If money is held in an aggregate trustee bank account, the balance for each patient must be accompanied by a bank statement. A bank statement is not necessary for individual patient bank accounts. The accounting must consist of the following:

- (a) Recipient's name
- (b) Welfare number
- (c) Welfare Service Office
- (d) Petty cash held in facility for patient
- (e) Balance held in bank book for patient
- (f) Balance held in Trustee account for patient
- (g) Any other money being held for patient for whom facility is trustee

If the facility is not trustee for any patient's money it *must so state* by each June 1st to the Department.

The accounting to the Department must be submitted by June 1st of each year on the Statement of Patient's Personal Fund Account (Form W-411) and must be dated, signed by the administrator of facility, and mailed to:

Connecticut State Department of Social Services  
Internal Audit Division  
110 Bartholomew Avenue  
Hartford, Connecticut 06115

(Effective June 30, 1978)