

LEGAL RESOURCES

Division of Public Assistance

ALASKA LEGAL SERVICES CORPORATION

The Alaska Legal Service Corporation (ALSC) is a private non-profit law firm that provides free civil legal assistance to low-income Alaskans.

ANCHORAGE LAW OFFICE
1016 West sixth Avenue, Suite 200
Anchorage, Alaska 99501
(907) 543-2237

Toll-Free Outside Anchorage (888) 478-2572

BETHEL LAW OFFICE
P.O. Box 248 - Bethel, Alaska 99559-0248
(907) 543-2237

Toll-Free Outside Bethel (800) 478-2230

DILLINGHAM LAW OFFICE
P.O. Box 176 - Dillingham, Alaska 99576-0176
(907) 842-1452

Toll-Free Outside Dillingham (888) 391-1475

NOME LAW OFFICE
P.O. Box 1429 - Nome, Alaska 99762-1429
(907) 443-2230

Toll-Free Outside Nome (888) 495-6663

FAIRBANKS LAW OFFICE
1648 Cushman, Suite 300 - Fairbanks, Alaska 99701-6202
(907) 452-5181

Toll-Free Outside Fairbanks (800) 478-5401

JUNEAU LAW OFFICE
419 6th Street, Suite 322 - Juneau, Alaska 99801-1096
(907) 586-6425

Toll-Free Outside Juneau (800) 789-6426

KETCHIKAN LAW OFFICE
306 Main Street #218 - Ketchikan, Alaska 99901-6483
(907) 225-6420

KOTZEBUE LAW OFFICE
P.O. Box 526 - Kotzebue, Alaska 99752-0526
(907) 442-3500

Toll-Free Outside Kotzebue (877) 622-9797

DISABILITY LAW CENTER

The Disability Law Center of Alaska is the statewide Protection and Advocacy agency available to individuals with physical and/or mental disabilities.

ANCHORAGE
1-800-478-1234
Phone: 907- 565 -1002
Fax: 907- 565 -1000

FAIRBANKS
1-800-478-1234
Phone: 907- 456 -1070
Fax: 907- 456 -1080

BETHEL
1-800-478-1234
Phone: 907-543-3357
Fax: 907-543-3359

JUNEAU
1-800-478-1234
Phone: 907-586-1627
Fax: 907-586-1066

LAWYER REFERRAL

The Alaska Bar Association offers a Lawyer Referral Service to the general public. Attorneys have agreed to accept referral clients at a reasonable fee. Fee arrangements need to be discussed between you and the attorney. Referrals services are available Monday

Friday 8:30 a.m. - Noon and 1:00 p.m. - 4:00 p.m.

Telephone: (907) 272-0352
Toll-Free in Alaska: (800) 770-9999



Governor Sean Parnell
Commissioner Bill Hogan
Department of Health & Social Services
Division of Public Assistance
P.O. Box 110640
Juneau, Alaska 99811-0640
Telephone: (907) 465-3347
Web: <http://hss.state.ak.us/dpa/>
Publication date: July 2009

Preparing for your
Fair Hearing



HOW DO I PREPARE?

What Happens?

What happen, after the Division receives your request for a fair hearing?

After the request of a fair hearing is received, the Division office will send you a written notice of the place and time of the fair hearing and the name and phone number to notify if you or your representative cannot attend the fair hearing. This notice will be sent to you at least 10 days before the fair hearing so that you have time to prepare.

My Benefits?

Can you receive continued benefits pending your hearing outcome?

If you are a recipient of Public Assistance benefits (Alaska Temporary Assistance, Food Stamps, Medicaid, Adult Public Assistance) you may request to have your benefits continued while waiting the outcome of your hearing request. However, if the hearing decision is not in your favor, you will be responsible for paying back any extra benefits paid to you while waiting for the fair hearing decision.

Schedule?

Can you postpone the schedule fair hearing?

You have the right to request and receive one postponement of the scheduled fair hearing, not to exceed 30 days.

Fair HEARINGS

Pre Hearing

What is a pre-hearing conference?

Once a fair hearing has been requested you have the right to a pre-hearing conference with a representative from the Division of Public Assistance. The pre-hearing conference allows you and the agency to discuss and possibly resolve any concerns that lead to the initial request for a fair hearing.

Wait Period

How long must you wait for a decision on your fair hearing?

Once your fair hearing has been held and the hearing record closed, the Office of Hearing and Appeals has sixty days from the date of hearing request to have a decision rendered on a Food Stamp only case, ninety days for any other Public Assistance program. If your hearing was rescheduled for any reason, additional time will be added onto the sixty or ninety day deadline time frame.

Once the hearing decision has been rendered, you have fifteen days from the date of the decision to appeal if you disagree with the decision. If the decision is in your favor, the agency has ten days to make the required change in your benefits.

How Formal?

How formal is the fair hearing?

The fair hearing is NOT a trial. It will be conducted in an informal manner and will be attended by the Fair Hearing Officer, a representative for the Division, and by you or a member of your household and/or your representative. You do not have to be familiar with the rules of order. Every effort will be made to arrive at the facts in a way, which makes you feel comfortable.

Where do I go?

Hearing Location

If you reside in Anchorage and are physically able to attend the hearing in person, the hearings will be held at the office of Hearing and Appeals, 3601 "C" Street, Suite 1322, Anchorage, Alaska 99503.

If you live in Anchorage, but are unable to attend in person due to physical limitations, you may request to have your hearing held by telephone. You must contact the Public Assistance representative listed on your scheduling notice to make these arrangements.

If you live outside of Anchorage, the fair hearing will be conducted by telephone at the phone number indicated on your scheduling letter. If the telephone number on your scheduling letter is not the correct number or you would like to be reached at a different number, you must contact the Public Assistance representative listed on your scheduling notice.

WEB RESOURCES - To help you prepare

<http://hss.state.ak.us/dpa/>
<http://hss.state.ak.us/features/org/manuals.html>
<http://state.ak.us/courts/links.htm>
<http://www.touchngo.com/lglcntr/akstats/aac.htm>
<http://www.fns.usda.gov/fsp/rules/Regulations/>