Reset Form Save As

TCB Loan File Adjustment

Regional Center: Date:

Contact Person: E-Mail: Phone:

UCI	Auth Number	Service Code	Sub-Code	Year/ Month	Amount	Regional Center Use Only Journal Entry No.	Journal Entry Date

Note: If corresponding General Ledger account(s) need to be adjusted, the regional center should relieve the TCB loans through TCB Loan Maintenance. The CAPSS AST should only be asked to relieve TCB loans that cannot be maintained through TCB Loan Maintenance. TCB loan(s) that cannot be relieved through TCB Loan maintenance require a journal entry to complete the adjustment.

Save and Send to: ast@dds.ca.gov

Or Fax to: CAPSS - Application Support Team at (916) 654-2434

CAPSS USE ONLY:	Received:	Completed:
	Completed by:	Reference No:
	cc to G/L Review Committee:	