



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long-Term Support Administration
PO Box 45600, Olympia, WA 98504-5600

March 24, 2014

ALTSA: ALF #2015-004
SUBMITTING CONFIDENTIAL FAX NUMBER CHANGE REQUESTS

Dear Assisted Living Facility Administrator:

It has recently come to our attention that some providers are not sure who to contact when they need to change their fax number for confidential documents. The following is a list of Residential Care Services staff who should be contacted when/where you need to change your fax number for confidential documents. Please make all change requests via fax.

Region	County	Contact Person	Contact Numbers
1	Adams, Chelan, Douglas, Ferry, Grant, Klickitat, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Whitman, Asotin, Benton, Columbia, Franklin, Garfield, Kittitas, Walla Walla and Yakima	Shelley Engle	Phone: 509-323-7304 Fax: 509-329-3993
2	Island, San Juan, Skagit, Snohomish, Whatcom and King	Danielle Elkins	Phone: 253-234-6001 Fax: 253-395-5072
3	Kitsap, Pierce, Clallam, Clark, Cowlitz, Jefferson, Grays Harbor, Lewis, Mason, Pacific, Skamania, Thurston and Wahkiakum	Sandra Garrington	Phone: 360-664-8439 Fax: 360-664-8451

thank you for the invaluable role you play caring for the vulnerable adults in Washington State.

Sincerely,

Carl I. Walters II., Director
Residential Care Services

"Transforming Lives"