

## **Financial and Program Management and Control/Accounting Department Procedure Manual: Sample Policy and Procedure<sup>1</sup>**

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<sup>1</sup> These materials were adapted by attorneys at the law firm of Feldesman Tucker Leifer Fidell LLP. The sample documents offer general guidance based on federal law and regulations and do not necessarily apply to all health centers under all facts and circumstances. Further, these materials do not replace, and are not a substitute for, legal advice from qualified legal counsel.

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# Developing Office Procedure Manual

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