



MEMORANDUM

TO: All AAA Directors **NOTICE #:** 021304-1-I-LA

FROM: Susan Tucker
Deputy Secretary

DATE: February 13, 2004

SUBJECT: Notice of Instruction: Advanced Directives Seminar

TERRY F. WHITE
SECRETARY

The purpose of this Notice of Instruction is to request meeting space for educational seminars on advanced directives. The Statewide Public Guardianship Office (SPGO), within the Department of Elder Affairs, along with the Elder Law Section of the Florida Bar are partnering in an effort to provide local communities with information regarding advanced directives. SPGO and the Elder Law Section are requesting your assistance in conducting meetings on this very important topic during elder law month in May.

Specifically, SPGO and the Elder Law Section would like to reach out to elders in facilities elders are comfortable and have easy access to. If you have a meeting room that could be used for these purposes for half a day during the month of May, please contact Michelle Hollister, Executive Director, Statewide Public Guardianship Office at (850) 414-2380 on or before March 15, 2004.

ST/mh/sg

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