

St. Clair County Community Mental Health Authority  
**Administrative Hearing - Notice of Hearing**  
3111 Electric Avenue  
Port Huron, MI 48060

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In the Matter of: \_\_\_\_\_ Case #: \_\_\_\_\_

FEE DETERMINATION EFFECTIVE DATE: \_\_\_\_\_

NOTICE OF HEARING

TO:

\_\_\_\_\_

Please be advised that pursuant to the Rules of the DCH Administrative Code, Section 834b, an Administrative Hearing is scheduled to review the issues involved in a Financial Liability New Determination Appeal.

The hearing is scheduled for:

Date: \_\_\_\_\_

Hour: \_\_\_\_\_

Location: \_\_\_\_\_

As an alternative to appearing at the hearing, you may present testimony by telephone to the Presiding Officer at some other time. If you elect to present testimony by telephone, please fill out and return the enclosed Request for Hearings by Telephone form. It shall be within the Presiding Officer's discretion, upon review of the completed form, to determine whether testimony may be given by phone. If the hearing is by telephone, hearing documentation should be submitted to the Presiding Officer and to the opposing party prior to the hearing.

It is suggested that appellant bring to the hearing any relevant documentation such as tax returns, pay stubs, and repair estimates that will tend to support appellant's position.

Failure to appear for the hearing will result in a decision being made upon information available at the close of the hearing.

The Presiding Officer's decision may be appealed to the Probate Court of the County in which you reside.

St. Clair County Community Mental Health Authority

\_\_\_\_\_  
Presiding Officer Signature

Date: \_\_\_\_\_