

**SERVICES PROVIDED BY THE DEPARTMENT OF SOCIAL WELFARE AND  
COMMUNITY DEVELOPMENT-KUMASI METRO TO THE GENERAL PUBLIC.  
SERVICE HOTLINE: 0800 800 800 and 0800 900 900**

1.	<p><b><u>SOCIAL DEVELOPMENT AND SOCIAL PROTECTION</u></b></p> <p><b>a. PRISON AFTERCARE SERVICE</b></p> <ul style="list-style-type: none"><li>• Number Of Inmates Interviewed On Admission</li><li>• Assistance To Inmates</li><li>• Discharged Inmates</li></ul> <p><b>b. SUPERVISION AND PAYMENT OF CASH GRANTS TO LEAP BENEFICIARIES.</b></p> <p><b>c. NHIS REGISTRATION AND RENEWAL FOR LEAP BENEFICIARIES</b></p> <p><b>d. NHIS REGISTRATION AND RENEWAL FOR INDIGENTS</b></p> <p><b>e. NON-GOVERNMENTAL ORGANISATIONS/ CIVIL SOCIETY ORGANISATIONS/ NON-PROFIT ORGANISATION</b></p> <p>    : registration of NGOs/NPOs</p> <p>    : renewal of Certificates</p> <p>    : Monitoring and supervision of activities of NGOs</p>
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3.	<b>THE AGED</b>  <b>a. PROVISION OF CASH GRANTS, FREE HEALTHCARE TO THE AGED ON LEAP</b>

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4.	<p><b>PERSONS WITH DISABILITY</b></p> <ul style="list-style-type: none"><li>a. PWDS given free NHIS (Registration and Renewal)</li><li>b. Registration of PWDS</li><li>c. Provision of financial assistance to Persons With Disabilities under the Disability Fund</li></ul>
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<p>5. CHILD DEVELOPMENT AND PROTECTION</p> <ul style="list-style-type: none"><li>a. <b><u>CHILD RIGHTS, PROMOTION AND PROTECTION</u></b><ul style="list-style-type: none"><li>• Social Work With Families/Casework (Child Custody, Paternity, Maintenance, Family Reconciliation, Child Abuse, Child Abandonment/Missing Children)</li></ul></li></ul>
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- **Registration, Certification and renewal of certificates of Early Childhood Development Centres/ Day Care Centres.**
- **Monitoring and supervision of Early Childhood Development Centres/ Day Care Centres.**
- **Registration, Certification and renewal of certificates of Orphanages/ residential homes**

**b. JUSTICE ADMINISTRATION**

- **Writing of Social Enquiry Reports (SERs) on child custody, access and juvenile offenders to the court**
- **Supervision of Juveniles Released on Probation.**
- **Writing of adoption home study reports on applicant and child study reports.**