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**THE BEACON CENTER  
Local Management Entity for Mental Health,  
Developmental Disabilities & Substance Abuse Services**

**Referral Line: 252-407-2474  
or 888-893-8640  
[www.thebeaconcenter.net](http://www.thebeaconcenter.net)**

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*Karen Salacki, Area Director*

Memorandum

To: All Carelink Users

From: Beverly Bunn, IT Director

Date: April 20, 2011

Re: Carelink Maintenance

At 8:00 PM EST on 4/25/2011, critical system maintenance will be performed on the Carelink system by our software vendor. The application will be unavailable until 10:00 PM. We apologize for any inconvenience.