

May 31, 2023

**New York Independent Assessor (NYIA) and Changes  
to the PCS Assessment Process**

This Alert is to inform Providers, Client Representatives, Community Based Organizations, Hospitals, Homecare Agencies, Certified Home Health Agencies (CHHA), Advocates, Managed Care/ Managed Long Term Care (MLTC) Plans, and agencies assisting consumers with their Medicaid (MA) cases needs, that effective June 2022, New York State Implemented the use of an Independent Assessor to determine a Medicaid consumer's level of need for community based long-term care services including those cases enrolled through a Managed Care (MCO) or those seeking to enroll in a (MLTC) organization. This is a broadened responsibility for the New York Independent Assessor (NYIA) in addition to what was listed on the MAP Alert dated 5/22/2022.

The NYIA will perform a nursing and physician assessment in accordance with State Department of Health Regulations to determine consumer eligibility. NYIA does not create a plan of care or determine the number of hours for which a consumer may be eligible.

NYIA will send the consumer a notice advising them to contact MAXIMUS regarding MLTC plan enrollment or, for those who are not appropriate for MLTC, to contact the LDSS for further eligibility review. Consumers who are already in a MCO plan should speak with their plan coordinator for assistance with initiating services.

Fee for service (FFS) consumers who have been assessed by NYIA as excluded from MLTC enrollment or were referred to the LDSS should submit a copy of their NYIA decision notice to the CASA Central Intake unit via fax at (718) 636-7784. The notice submission facilitates the initiation of a case in the CASA processing system. The notice will provide key information, such as dates of assessments and basic outcome information.

Once a case is created in the CASA Processing system, it will be assigned to the appropriate CASA office and a case manager will contact the consumer to schedule an environmental and social assessment. Next, a CASA nurse will search for and upload the NYIA assessments from the MAXIMUS system, contact the consumer to review all the assessments, and make a final determination regarding personal care services in conjunction with SDOH regulations. If eligible, a plan of care will be created and shared with the consumer.

Beginning December 2022, Immediate Needs requests for personal care services rolled into the NYIA process for individuals 18 and older. The current timeframes for immediate needs processing remains the same.

FFS applicants and recipients will continue to submit a completed immediate needs packet to Central Intake via the Immediate Needs eFax (917) 639-0665 to initiate the request. A completed immediate needs packet for adults includes, attestation, physician statement of need, transmittal, OCA 960, Supplement A, and DOH 4220 application form, if not already in receipt of MA. Children 17 and younger will continue to submit an M11Q form with any immediate needs requests as they are not assessed by NYIA at this time.

Once a complete immediate needs packet is received for an adult, a Central Intake staff will facilitate a 3-way call with the consumer and NYIA to schedule the expedited nursing and physician assessment appointments. Once NYIA appointments have been scheduled, the consumer will be notified that they will next receive a call from the CASA case manager and then the 3-way call will be terminated.

The Central Intake staff will then register the case and forward it electronically to the appropriate CASA office for assignment to a case manager. The CASA case manager will schedule and conduct an environmental and social assessment. Upon completion of the environmental/social assessment, the case will be assigned to a CASA nurse who will search for and upload the NYIA assessments, review the outcomes, determine the consumer appropriateness for Personal Care Services (PCS) and create a plan of care if appropriate. Decision notices will be sent to the consumer upon completion.

**PLEASE SHARE THIS ALERT WITH ALL APPROPRIATE STAFF**