



STATE OF NEW YORK  
**OFFICE OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES**

44 HOLLAND AVENUE  
ALBANY, NEW YORK 12229-0001  
(518) 473-1997 • TDD (518) 474-3694  
[www.omr.state.ny.us](http://www.omr.state.ny.us)

October 22, 2007

Executive Directors HCBS Waiver Agencies  
Executive Directors MSC Agencies  
Executive Directors ICF/DD Agencies  
Executive Directors Day Treatment, Article 16 Clinics

**RE: Policy Clarification on Medicaid and Waiver Enrollment for People Seeking  
OMRDD-Funded Medicaid Programs and Services**

Dear Executive Director:

This is to share an OMRDD policy clarification on enrollment requirements for OMRDD Medicaid-funded programs and services (for example, HCBS Waiver services, MSC, ICF/MR, and Day Treatment). This policy requires that individuals who wish to receive an OMRDD Medicaid service from your agency file for and be approved for Medicaid. Additionally, if a person wants to receive an OMRDD HCBS Waiver service (for example, day habilitation), the person seeking such a service is expected to also meet the qualifications for HCBS Waiver enrollment. OMRDD expects individuals seeking services, their families, and advocates to fully cooperate with your agency as you work to enroll the person in Medicaid and, as required, the HCBS Waiver.

Additional Documents

OMRDD has prepared several documents for your agency's use. Attachments A, B and C are to be distributed to people seeking OMRDD Medicaid-funded services from your agency. Attachment D, which is for your agency's internal use, provides additional details on this policy clarification.

Interim Funding Not Available

OMRDD also wants to clarify that providers will not receive "interim funding" while a person is waiting to be approved for Medicaid and the Waiver. If your agency elects to provide services in anticipation of an individual's eligibility for Medicaid reimbursement and waiver enrollment, your agency is fully responsible for the cost of services should the person subsequently not qualify for these benefit programs.


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Training and Assistance

OMRDD's local Revenue Support Field Office (RSFO) staff will be available to explain the policy and provide local training on financial investigations and benefit development for service providers. RSFO contact information is provided in Attachment C.

If you have questions, your staff may also contact Gary O'Loughlin of OMRDD's Field Operations Bureau by e-mail at [gary.oloughlin@omr.state.ny.us](mailto:gary.oloughlin@omr.state.ny.us) or at (518) 402-4339. We want to make sure providers, the people we serve, their families and advocates are aware of this payment policy clarification. We also want to provide any assistance required by providers, the people we serve, their families and advocates. Thank you for your cooperation.

Sincerely,



James F. Moran  
Deputy Commissioner  
Division of Administration  
and Revenue Support

Attachments

cc: Commissioner Ritter  
Mr. Chmura  
Ms. Broderick  
Mr. Smits  
Ms. Martinelli  
Mr. Lind  
Ms. Lark  
Ms. Kagan  
Mr. Patricia  
Ms. Smith  
Mr. Mascali  
Ms. Doran  
Mr. O'Loughlin  
Provider Associations  
DDSO Directors  
RSFO Managers