



## Department of Health

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To: Local Departments of Social Services  
Medicaid Managed Long Term Care Plans  
Medicaid Mainstream Managed Care Plans

From: Susan U. Montgomery, Director, Division of Health Plan Contracting and Oversight  
Trisha Schell-Guy, Director, Division of Program Development and Management  
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Date: October 2, 2023

Subject: Implementation of Reassessments Conducted by the New York Independent Assessor Program (NYIAP) for Adults Aged 18 and Over

The Department of Health announces the New York Independent Assessor Program (NYIAP) will begin sending notifications to individuals needing routine reassessments and conducting non-routine reassessments in **January 2024**, using the phased-in approach in this letter. This applies to Local Departments of Social Services (LDSS) and Medicaid Managed Care Plans (MMCP), including Mainstream Medicaid Managed Care (MMC) Plans, HIV Special Needs Plans (HIV SNPs), and Health and Recovery Plans (HARPs) and Managed Long Term Care Plans (MLTC), collectively Managed Care Organizations (MCOs).

NYIAP will phase in reassessments by county as outlined on the next page. Until the dates indicated below, and based on the county in which the individual resides, LDSS and MCOs will remain responsible for all reassessments of individuals receiving personal care (PCS) and/or consumer directed personal care services (CDPAS).

This implementation only applies to adults aged 18 and over. LDSS and MCOs still remain responsible for all assessments, initial and reassessment, of individuals under age 18 until further notice.

Further information, in the form of ADMs, MLTC policy and MMCP Guidance documents, as well as webinars further outlining the implementation, and the LDSS/MCO roles in the implementation, will be forthcoming.

NYIAP will also be sending information to all MCOs within the next week regarding required file testing to be completed prior to the launch of conducting reassessments.

### **Routine Reassessments**

NYIAP will send reminder letters to individuals notifying them of their routine reassessment due date and will perform reminder phone calls. Mailings will begin in January 2024 for routine reassessments due in March 2024, based on the rollout schedule outlined on the next page. The individual will be informed they must contact NYIAP to schedule their routine reassessment and clinical exam. Where an individual contacts the LDSS or MCO for a routine reassessment, they should be referred to NYIAP consistent with the dates in rollout schedule.

### **Non-Routine Reassessments**

NYIAP will begin conducting non-routine reassessments in January 2024 based on the rollout schedule on the next page. This includes any reassessment (e.g., change in condition, return and consumer requested) that is not a scheduled annual routine reassessment. Any individuals contacting the LDSS or MCO for a non-routine reassessment should be referred to NYIAP consistent with the dates in the rollout plan to schedule a non-routine reassessment and clinical exam.

## Reassessment Rollout Schedules

### ROUTINE REASSESSMENTS

Region	Month NYIAP Begins Mailing for Routine Reassessment Due		RESPONSIBLE PARTY FOR SCHEDULING AND CONDUCTING ROUTINE REASSESSMENT											
	Mailing Date	Month RA Due	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024
Rest of State (ROS)	Jan 2024	Mar 2024	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Long Island	Feb 2024	Apr 2024	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Queens	Apr 2024	Jun 2024	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Manhattan & Staten Island	Jun 2024	Aug 2024	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Brooklyn	Aug 2024	Oct 2024	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP
Bronx	Oct 2024	Dec 2024	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP

### NON-ROUTINE REASSESSMENTS

Region	RESPONSIBLE PARTY FOR SCHEDULING AND CONDUCTING NON-ROUTINE REASSESSMENT											
	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024
Rest of State (ROS)	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Long Island	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Queens	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Manhattan & Staten Island	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Brooklyn	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP	NYIAP	NYIAP
Bronx	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	LDSS MCO	NYIAP	NYIAP	NYIAP