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Executive Deputy Commissioner

To: All UAS-NY Users with an LTC Role, LTC HCS Coordinators and Administrators

From: UAS-NY Project Team

Date: October 5, 2020

Re: UAS-NY: Complete Required Course By 10/28 or Lose Access to UAS-NY! 4 New Policies

The New York State (NYS) Department of Health (DOH) and the Uniform Assessment System for New York (UAS-NY) Project Team have released three new policies for UAS-NY users and one updated policy. **The policies go into effect on Tuesday, October 6, 2020.** There is required training associated with the new policies.

The policies are as follows:

Updated Policy

UAS-NY.18.4.2 A *Organization and Individual Responsibilities Associated with Using the UAS-NY*

- **Purpose:** The purpose of this policy is to ensure that standard processes are followed for all assessments conducted in the UAS-NY.

- **Replaces**: UAS-NY.18.4.1 and UAS-NY.18.4.

New Policies

UAS-NY.18.4.2 B *Additional Organization and Individual Responsibilities Associated with Using the UAS-NY*

- **Purpose:** The purpose of this policy is to reinforce existing federal, state, and local laws, policies, and regulations and to outline the consequences for any user or organization who might violate them.

UAS-NY.19.3 *Course Transfers for the Uniform Assessment System for New York (UAS-NY)*

- **Purpose:** The purpose of this policy is to ensure that standard processes are followed for all course transfers for the UAS-NY Training Environment.

UAS-NY.19.4 *UAS Role Provisioning and Maintenance for the Uniform Assessment System for New York (UAS-NY)*

- **Purpose:** The purpose of this policy is to ensure that UAS Roles, encompassing the LTC, CANS-NY, CMHA, and CAS domains, are provisioned and maintained (1) following standard processes that support data security and (2) with regard to the educational, experience, and licensure requirements for each role in the UAS-NY.

Required Training

All UAS-NY users will be required to read and sign-off on the above four policies. The policies are available today in *Course 1007* in the UAS-NY Training Environment. Users will need to open, read, and sign-off on their understanding of each policy.

The new required training *Course 1007-MLTC Required Reading* is available **today**. At this time, the new course will be placed under the ***Recommended Courses*** header.

This new course will be placed under the **Required Courses** header at the close of business on **Wednesday, October 28, 2020**. At that time, users who have not completed this new course *will not be allowed access to the UAS-NY without first completing this new course*.

This new course will be required for all LTC users.

Course Timeline *All users will be required to take the new course for UAS-NY access.*			
Course Number	**Course Name**	**Date Available**	**Date Required** *On this date, users will not be able to access the UAS-NY without first taking the course.*
1007 – MLTC	*Required Reading*	Monday, October 5, 2020	Wednesday, October 28, 2020

Contact

If you have any questions or require additional information, please contact the UAS-NY Project Team. Please be prepared to provide your Health Commerce System (HCS) User ID when you call us at 518-408-1021. If you email your questions to uasny@health.ny.gov, please include your HCS User ID in all email communication.