



Department
of Health

Special Needs Assisted Living Residence Voucher Demonstration Program

Monthly Roster Submission through HERDS
March 31, 2023

Webinar Agenda

- Program Overview
- Dear Administrator Letter
- HERDS Survey Demonstration

Special Needs Assisted Living Residence (SNALR) Program Overview

- Approved 2018 to subsidize the cost of assisted living for individuals with Alzheimer's Disease or other dementia disorders.
- Since inception, the program has:
 - Received 702 applications
 - Served 453 residents
 - Waitlist of 34
- Currently 48 facilities receive voucher payments on behalf of 140 residents statewide.
- Program included in 2023-2024 State Budget, \$7.75 million.

Dear Administrator Letter DAL – DACF #22-40

- Requires submission of a monthly roster for verification of residency status for residents on the program
- Notification when a voucher recipient exceeds the retention standards or leaves the residence for any reason
- Refunds required if recipient leaves the facility mid-month
- Notification should be sent to ALTCteam@health.ny.gov

Special Needs Assisted Living Voucher Demonstration HERDS Survey

New Process for Roster Submission

- Beginning April 2023, facilities must submit monthly rosters through a HERDS Survey, over the Health Commerce System (HCS).
- Voucher recipient name, number of days of the previous month resident was in the facility if not the entire month, reason(s) why the resident was not in the facility for any days of previous month.
- ***Submitter attests to the validity of the information***
- Rosters must be submitted by the first Monday of each month.

For More Information

- Please direct all questions to: ALTCteam@health.ny.gov
- www.health.ny.gov/facilities/adult_care/voucher/ for updated program information and documents