

DOH STATE OF NEW YORK
DEPARTMENT OF HEALTH

161 Delaware Avenue Delmar, NY 12054-1393

Richard F. Daines, M.D.
Commissioner

Wendy E. Saunders
Executive Deputy Commissioner

June 24, 2009

Dear Administrator:

This letter is to inform all Certified Home Health Agencies (CHHA) and Long Term Home Health Care Programs (LTHHCP) that are participating in the Telehealth Rate of the required information to be submitted electronically through the Health Provider Network (HPN). The Department activated the 2008 Telehealth Annual Survey on June 15, 2009. The Department has changed the timeframe for submission from a quarterly to an annual submission. The report requests such items as the number of Medicaid eligible patients screened and number of risk assessments completed for Medicaid eligible patients. The data collected will facilitate area-wide analysis by the New York State Department of Health.

The link to the application is <https://commerce.health.state.ny.us/doh3/applinks/hcbc/mainMenu.do> and can be found on the Facilities page of the Health Provider Network (HPN) under Data Systems, as well as on the HPN News Bulletin. This is an ongoing survey that needs to be submitted annually. Please complete the survey and submit the information through the HPN by close of business July 31, 2009.

The following roles in the Communications Directory have access to enter data: Administrator; HPN Coordinator; HPN Organizational Security Coordinator; and Data Reporter. Only the Administrator is permitted to submit data.

If you would like other staff to have access to enter data, please have your HPN Coordinator add their contact information and HPN account ID in the Communications Directory.

Attached you will find step-by-step instructions on how to access the Telehealth survey and how to complete and submit the report online. If you need clarification on the report, warning and error messages, etc. please call (518) 408-1629.

Sincerely,



Christopher J. Gimbrone
Division of Home and Community Based
Services

Attachment