

TO: Local District Commissioners, Medicaid Directors

FROM: Cherlyn Fay
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Division of Program Management and Development

SUBJECT: Clarification on the Immediate Need Process for Personal Care Services (PCS) and Consumer Directed Personal Assistance Services (CDPAS) through the New York Independent Assessor Program (NYIAP)

EFFECTIVE DATE: Immediately

CONTACT: independent.assessor@health.ny.gov

The purpose of this General Information System (GIS) message is to provide the Local Departments of Social Services (LDSS) with further clarification on the immediate need process specified in the following publications:

- [22 OHIP/ADM-01](#): New York Independent Assessor Program from Personal Care (PCS) and Consumer Directed Personal Assistance Services (CDPAS) – April 20, 2022
- [GIS 22 MA/09](#): Implementation of Assessment Conducted by the New York Independent Assessor Program (NYIAP) Based on an Immediate Need for PCS/CDPAS – December 1, 2022

The 3-way call process in place with the New York Independent Assessor Program (NYIAP) for Immediate Need is to ensure that only those that are in the Immediate Need pipeline through the LDSS are allowed the expedited 6-day timeframe for the community health assessment (CHA) and clinical exam. It is not intended to be the only method by which an individual may be assessed by NYIAP and request an immediate need for services through the LDSS.

If an individual has already had a CHA and clinical exam resulting in a practitioner order (PO) conducted by NYIAP through the non-expedited assessment process and presents to the LDSS with a request for an immediate need for services, they do not have to go through the expedited 3-way call assessment process. In other words, another expedited CHA and clinical exam is not required.

After review of the completed Immediate Needs packet as outlined in the Immediate Need for Personal Care/Consumer Directed Personal Assistance Services Informational Notice and Attestation Form ([DOH-5786](#)) to process the immediate needs request, the LDSS may use the CHA and PO conducted through the non-expedited NYIAP process to develop a plan of care.

However, if the LDSS does not believe that the CHA and PO conducted reflects the individual's current condition, they may request the individual go through the 3-way call expedited process and have another CHA and clinical exam conducted.

Questions on this GIS can be directed to independent.assessor@health.ny.gov.