

Office of Health Insurance Programs

Division of Long Term Care

MLTC Policy 14.02: Receipt and Disbursement of Health Recruitment and Retention (HR&R) Funding

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The purpose of this policy document is to provide Managed Long Term Care (MLTC) Plans clarification regarding the appropriate use of Health Recruitment and Retention (HR&R) funding, as per New York State Public Health Law, and to establish a process requiring plans to separately account for the receipt and disbursement of HR&R funds for each funding cycle and the reporting of such to the New York State Department of Health (DOH).

In accordance with PHL Section 3614.10, MLTC Plans that have their capitation premium rates adjusted pursuant to this subdivision are required to ensure that the use of such funds are solely for the purposes of recruitment, training and retention of non-supervisory home care services workers or other personnel with direct patient care responsibility. This also applies in cases where these services are provided by agencies or programs through contracts with providers. In this instance, such purpose shall include the recruitment, training and retention of non-supervisory home care services workers or any worker with direct patient care responsibility employed by certified home health agencies, licensed home care services agencies, long term home health care programs and personal care services agencies under contract with MLTC Plans.

MLTC Plans shall submit to DOH a written certification attesting that such funds will be used solely for the purposes of recruitment, training and retention of non-supervisory home health aides or other personnel with direct patient care responsibility and shall maintain in their files expenditure plans specifying how such funds will be used for such purposes.

The Commissioner, at his discretion, is authorized to audit each MLTC Plan to ensure compliance with the written certification and recoup any funds determined to have been used for purposes other than that described above. The recoupment shall be in addition to any other penalties provided by law.

Commencing with the Cycle 6 award funding (April 1, 2011 – March 31, 2012) and thereafter, each MLTCP will be required to complete and submit expenditure tracking information on forms provided by DOH attesting that funds received were used solely for the purpose of recruitment, training and retention of non-supervisory home health aides or any personnel with direct patient care responsibility.