

**(NEW EXCESS/COLA CASE)  
NOTICE OF INTENT TO CHANGE MEDICAL ASSISTANCE**

NOTICE DATE:		EFFECTIVE DATE:		NAME AND ADDRESS OF AGENCY/CENTER OR DISTRICT OFFICE	
CASE NUMBER			CIN/RID NUMBER		
CASE NAME (And C/O Name if Present) AND ADDRESS					
<div style="border: 1px solid black; width: 100%; height: 100%; display: flex; justify-content: space-between; align-items: center;"> <span style="font-size: 2em;">{</span> <span style="font-size: 2em;">}</span> </div>				GENERAL TELEPHONE NO. FOR QUESTIONS OR HELP _____	
				OR Agency Conference _____ Fair Hearing information and assistance _____ Record Access _____ Legal Assistance information _____	
OFFICE NO.	UNIT NO.	WORKER NO.	UNIT OR WORKER NAME	TELEPHONE NO.	

OUR RECORDS SHOW THAT YOU WILL BE RECEIVING INCREASED SOCIAL SECURITY BENEFITS AS OF JANUARY 1, 2004.

DUE TO THIS INCREASE, WE HAVE DETERMINED THAT AS OF JANUARY 1, 2004 YOU ARE NO LONGER ELIGIBLE FOR FULL MEDICAID COVERAGE BECAUSE YOU HAVE MORE INCOME THAN MEDICAID ALLOWS FOR A FAMILY OF YOUR SIZE. HOWEVER, YOU CAN RECEIVE MEDICAID COVERAGE IN ANY MONTH IN WHICH YOU HAVE MEDICAL EXPENSES THAT REDUCE YOUR INCOME TO THE MEDICAID LEVEL.

We calculate your total monthly income as \$ \_\_\_\_\_. We calculate your total monthly deductions as \$ \_\_\_\_\_. Thus, your monthly net income for Medicaid purposes is the difference, or \$ \_\_\_\_\_. (See below for list of the most common deductions.)

In your case, we calculate your monthly net income as \$ \_\_\_\_\_ over the New York Medicaid level. This is your monthly surplus income amount.

You can receive Medicaid coverage in any month in which your medical bills equal or exceed this surplus amount. If you have bills (whether paid or unpaid) equal to or greater than your surplus, the enclosed information will explain your surplus income coverage.

IF YOU DISAGREE WITH OUR DETERMINATION OR CALCULATIONS, YOU MAY ASK FOR A CONFERENCE OR REQUEST A FAIR HEARING IN THE WAY EXPLAINED ON THE REVERSE SIDE OF THIS PAGE.

THE LAW(S) AND/OR REGULATION(S) WHICH ALLOW US TO DO THIS ARE 18 NYCRR 360-2.3 AND 2.6.

**INFORMATION ABOUT DEDUCTIONS**

We make certain deductions in calculating your monthly Medicaid net income. The most common ones are:

- 1) \$20.00 deduction per individual or couple if you are aged, blind or disabled.
- 2) the monthly amount of your health insurance premiums (such as Blue Cross/Blue Shield and Medicare).

If you wish information on the deductions used in your case or other deductions, contact us.

**IMPORTANT**

If you lost SSI benefits since 1977 due to a Social Security cost-of-living increase, you may be still eligible for full coverage. Please contact us immediately or request a fair hearing.

**ATTENTION:** Persons receiving Medical Assistance may be eligible for a discount on their telephone service. For information on LIFELINE, call Verizon, toll free, at 1-800-555-5000.

REGULATIONS REQUIRE THAT YOU IMMEDIATELY NOTIFY THIS DEPARTMENT OF ANY CHANGES IN NEEDS, INCOME, RESOURCES, LIVING ARRANGEMENTS OR ADDRESS

**YOU HAVE THE RIGHT TO APPEAL THIS DECISION  
BE SURE TO READ THE BACK OF THIS NOTICE ON HOW TO APPEAL THIS DECISION**

**RIGHT TO A CONFERENCE:** You may have a conference to review these actions. If you want a conference, you should ask for one as soon as possible. At the conference, if we discover that we made the wrong decision or if, because of information you provide, we determine to change our decision, we will take corrective action and give you a new notice. You may ask for a conference by calling us at the number on the first page of this notice or by sending a written request to us at the address listed at the top of the first page of this notice. This number is used only for asking for a conference. **It is not the way you request a fair hearing.** If you ask for a conference you are still entitled to a fair hearing. If you want to have your benefits continue unchanged (aid continuing) until you get a fair hearing decision, you must request a fair hearing in the way described below. Read below for fair hearing information.

**RIGHT TO A FAIR HEARING:** If you believe that the above action is wrong, you may request a State fair hearing by:

**(1) Telephone:** (PLEASE HAVE THIS NOTICE WITH YOU WHEN YOU CALL)

If you live in: **Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans or Wyoming County:** (716) 852-4868

If you live in: **Allegany, Chemung, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Wayne or Yates County:** (585) 266-4868

If you live in: **Broome, Cayuga, Chenango, Cortland, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence, Tompkins or Tioga County:** (315) 422-4868

If you live in: **Albany, Clinton, Columbia, Delaware, Dutchess, Essex, Franklin, Fulton, Greene, Hamilton, Montgomery, Orange, Otsego, Putnam, Rensselaer, Rockland, Saratoga, Schenectady, Schoharie, Sullivan, Ulster, Warren, Washington or Westchester County:** (518) 474-8781

If you live in: **Nassau or Suffolk County:** (516) 739-4868. **OR**

**(2) Fax:** Send a copy of this notice to fax no. (518) 473-6735. **OR**

**(3) On-Line:** Complete and sending the online request form at:  
<https://www.otda.state.ny.us/oah/oahforms/erequestform.asp>. **OR**

**(4) Write:** By sending a copy of this notice **completed**, to the Fair Hearing Section, New York State Office of Temporary and Disability Assistance, P.O. Box 1930, Albany, New York 12201. Please keep a copy for yourself.

I want a fair hearing. The Agency's action is wrong because: \_\_\_\_\_

\_\_\_\_\_

Print Name: \_\_\_\_\_ Case Number \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Signature of Client: \_\_\_\_\_ Date: \_\_\_\_\_

**YOU HAVE 60 DAYS FROM THE DATE OF THIS NOTICE TO REQUEST A FAIR HEARING**

If you request a fair hearing, the State will send you a notice informing you of the time and place of the hearing. You have the right to be represented by legal counsel, a relative, a friend or other person, or to represent yourself. At the hearing you, your attorney or other representative will have the opportunity to present written and oral evidence to demonstrate why the action should not be taken, as well as an opportunity to question any persons who appear at the hearing. Also, you have a right to bring witnesses to speak in your favor. You should bring to the hearing any documents such as this notice, paystubs, receipts, medical bills, heating bills, medical verification, letters, etc. that may be helpful in presenting your case.

**CONTINUING YOUR BENEFITS:** If you request a fair hearing before the effective date stated in this notice, you will continue to receive your benefits unchanged until the fair hearing decision is issued. However, if you lose the fair hearing, we may recover the cost of any Medical Assistance benefits that you should not have received. If you want to avoid this possibility, check the box below to indicate that you do not want your aid continued, and send this page along with your hearing request. If you do check the box, the action described above will be taken on the effective date listed above.

I agree to have the action taken on my Medical Assistance benefits, as described in this notice, prior to the issuance of the fair hearing decision.

**LEGAL ASSISTANCE:** If you need free legal assistance, you may be able to obtain such assistance by contacting your local Legal Aid Society or other legal advocate group. You may locate the nearest Legal Aid Society or advocate group by checking your Yellow Pages under "Lawyers" or by calling the number indicated on the first page of this notice.

**ACCESS TO YOUR FILE AND COPIES OF DOCUMENTS:** To help you get ready for the hearing, you have a right to look at your case file. If you call or write to us, we will provide you with free copies of the documents from your file, which we will give to the hearing officer at the fair hearing. Also, if you call or write to us, we will provide you with free copies of other documents from your file, which you think you may need to prepare for your fair hearing. To ask for documents or to find out how to look at your file, call us at the Record Access telephone number listed at the top of page 1 of this notice or write us at the address printed at the top of page 1 of this notice.

If you want copies of documents from your case file, you should ask for them ahead of time. They will be provided to you within a reasonable time before the date of the hearing. Documents will be mailed to you only if you specifically ask that they be mailed.

**INFORMATION:** If you want more information about your case, how to ask for a fair hearing, how to see your file, or how to get additional copies of documents, call us at the telephone numbers listed at the top of page 1 of this notice or write to us at the address printed at the top of page 1 of this notice.