1. **Director Account Health Commerce System Application**

|  |  |
| --- | --- |
| 1. Organization type | Children’s Health Home CMA |
| 1. Legal Organization name |  |
| 1. Full first name (DO NOT use nicknames), full middle name (not just the initial), and full last name. (For example: Elizabeth Ann Doe) |  |
| 1. Month and day of birth |  |
| 1. NYSDOH Health Commerce System (HCS) ID (if one exists) |  |
| 1. Job title (needed for Director requests) |  |
| 1. Work address |  |
| 1. Office telephone number |  |
| 1. Office fax number |  |
| 1. E-mail address |  |
| 1. Existing Director being replaced (if applicable) |  |
| * 1. If the Coordinator is replacing someone, does the Coordinator being replaced need to retain an account as a user for the organization? |  |
| 1. Date |  |

1. **Health Commerce System Coordinator Account Application**

|  |  |
| --- | --- |
| 1. Organization type | Children’s Health Home CMA |
| 1. Legal Organization name |  |
| 1. Full first name (DO NOT use nicknames), full middle name (not just the initial), and full last name. (For example: Elizabeth Ann Doe) |  |
| 1. Month and day of birth |  |
| 1. NYSDOH Health Commerce System (HCS) ID (if one exists) |  |
| 1. Work address |  |
| 1. Director's name (needed for Coordinator requests) |  |
| 1. Office telephone number |  |
| 1. Office fax number |  |
| 1. E-mail address |  |
| 1. Existing Coordinator being replaced (if applicable) |  |

1. **Health Commerce System Coordinator Account Application**

|  |  |
| --- | --- |
| 1. Organization type | Children’s Health Home CMA |
| 1. Legal Organization name |  |
| 1. Full first name (DO NOT use Ito expeditnicknames), full middle name (not just the initial), and full last name. (For example: Elizabeth Ann Doe) |  |
| 1. Month and day of birth |  |
| 1. NYSDOH Health Commerce System (HCS) ID (if one exists) |  |
| 1. Work address |  |
| 1. Director's name (needed for Coordinator requests) |  |
| 1. Office telephone number |  |
| 1. Office fax number |  |
| 1. E-mail address |  |
| 1. Existing Coordinator being replaced (if applicable) |  |