

**DESCRIPTION AND COST PROJECTION FORM**

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**This section to be completed by the HHCM/C-YES:**

Recipient Name: \_\_\_\_\_ Medicaid CIN: \_\_\_\_\_

Request for: (Check One)  Assistive/Adaptive Technology  Environmental Modification  Vehicle Modification

1. Describe the project/request.

2. Explain how the project/request will contribute to the recipient's health and welfare.

3. A) Estimated Project Cost \$ \_\_\_\_\_ Identify the selected bid: \_\_\_\_\_

B) Evaluation Cost (pre-project evaluation, scope of project, architectural drawings/renderings): \$ \_\_\_\_\_

C) Assessment Cost (clinical justification, behavioral analysis, driver assessment, training costs): \$ \_\_\_\_\_

D) Estimated Project Management Cost (if applicable): \$ \_\_\_\_\_

E) Estimated Post-Project Evaluation Cost: \$ \_\_\_\_\_

F) Estimated Total Project Cost (including project cost + evaluations + assessments + project management costs): \$ \_\_\_\_\_

If the estimated project cost will exceed the annual soft cap or the aggregate calendar year limit for the request type, check here.

**For an EMod:**

For property that is owned by the individual or family, check box to indicate that proof of ownership was verified. Signed permission from the property owner must be obtained

For rented property, check box to indicate that the recipient attests that this property is intended to be his/ her long-term, primary residence.

Signed permission from the landlord to install/modify the property is provided.

**For a VMod:**

For a vehicle that is owned by the individual or family, check box to indicate that proof of ownership was verified. Signed permission from the vehicle owner must be obtained.

Check box to confirm that the vehicle being modified is less than 5 years old, has less than 50,000 miles, and is registered, inspected, and in good working order.

**For AT:**

Check box to verify that this request cannot be classified as Durable Medical Equipment (DME).

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Recipient Name: \_\_\_\_\_ Medicaid CIN: \_\_\_\_\_

Recipient Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Legal Guardian/Legally Authorized Representative (as applicable) Name: \_\_\_\_\_

Legal Guardian /Legally Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Home or Vehicle Owner Name: \_\_\_\_\_

Home or Vehicle Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Project Management Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Care Management Agency Name: \_\_\_\_\_

HHCM/ C-YES Name: \_\_\_\_\_

HHCM/C-YES Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**This section to be completed by the LDSS:**

Have all other potential sources of payment been explored, including private insurance, community resources, and other State/federal programs? Yes No

Has recipient received/requested service before? Yes No

\*If yes, please provide details of service, i.e., when, where, why, final cost:

**Modification/Request Approved:**

*\*Must submit a separate application for each modification/request.*

Assistive Technology

Environmental Modification

Vehicle Modification

LDSS Representative Name: \_\_\_\_\_ County: \_\_\_\_\_

LDSS Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

LDSS Contact Information:

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please forward this form, current Plan of Care, Evidence of valid Recipient Restriction Exception (RR/E) codes from eMedNY, all required documents, and supporting documentation to NYSDOH review:

**SUBMISSION** – Securely submit this form and required supporting documentation via secure email:

[EModVModAT@health.ny.gov](mailto:EModVModAT@health.ny.gov)