



# STATE OF NEW YORK DEPARTMENT OF HEALTH

Corning Tower

The Governor Nelson A. Rockefeller Empire State Plaza

Albany, New York 12237

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*Commissioner*

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**INFORMATIONAL LETTER**

**TRANSMITTAL:** 06 OMM/INF-4

**TO:** Commissioners of  
Social Services

**DIVISION:** Office of Medicaid  
Management

**DATE:** August 22, 2006

**SUBJECT:** Computer Matching Clarification for Medicaid

**SUGGESTED  
DISTRIBUTION:**

Medicaid Directors  
Fair Hearing Staff  
Legal Staff  
Audit Staff  
Staff Development Coordinators

**CONTACT  
PERSON:**

Local District Liaison  
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**ATTACHMENTS:**

Computer Match Chart

**FILING REFERENCES**

| Previous Ref.<br>ADMs/INFs | Releases<br>Cancelled | Dept. Regs. | Soc. Serv.<br>Law & Other<br>Legal Ref. | Manual Ref. | Misc. |
|----------------------------|-----------------------|-------------|---|-------------|-------|
| 06-INF-10                  |                       | 351         |   |             |       |
| 05-ADM-06                  |                       | 360-2.3     |   |             |       |
| 04-INF-20                  |                       |             |   |             |       |
| 04-INF-10                  |                       |             |   |             |       |
| 88 INF-14                  |                       |             |   |             |       |

**I. Purpose**

The purpose of this release is to clarify the action that a local district can take on a Medicaid case upon receipt of a computer match.

**II. Background**

Actions that a local district must take on a Temporary Assistance case and a Food Stamp (FS) case, upon receipt of a computer match, have been clarified in 04 INF-20 and 04 INF-10 respectively. This INF clarifies the actions that can be taken on a Medicaid case.

**III. Program Implications**

In order for a local district to use information from a computer match, without any further verification, the information must be "verified upon receipt".

"Verified upon receipt" means that the information:

- Is not questionable
- Is timely
- Is coming from a primary source.

When a computer match comes from a primary source such as the Department of Labor (Unemployment Insurance Benefits (UIB)), Social Security Administration (RSDI or SSI), etc., there is no need for the district to independently verify the information provided through the match as long as the data is current (within 60 days of date of case action) and the district has no reason to believe that the information from the match is not valid. No further verification by the district is required for primary documentation which is verified upon receipt.

When a computer match involves a secondary source, the case record should be reviewed to determine if the information is already documented. When the information is not documented in the case record, the district needs to verify the accuracy of the information with the client or the primary source, before initiating any case action.

If an applicant/recipient requests a fair hearing as the result of the local district taking an adverse action and that action is based on a "verified upon receipt match", the local district should produce this INF and the printout of the match at the fair hearing. The burden of proof is on the applicant/recipient to produce appropriate documentation to refute the match information, since the match is verified upon receipt.

Attached is a chart listing computer matches provided to local districts. The chart instructs local districts to further verify the information provided by the match or to accept the match without further verification when the information is considered verified upon receipt.