

Reminders for MLTC Plans on SADC Requirements and PNDS Submissions

Dear MLTC Health Plan Administrator:

Please share with appropriate plan staff.

The New York State (NYS) Department of Health (DOH) would like to provide the following reminders to Managed Long Term Care (MLTC) plans, regarding network contracted Social Adult Day Cares (SADCs):

- **Office of the Medicaid Inspector General (OMIG) Certification**
 - Per [MLTC Policy 15.01a](#), all SADC sites contracted with at least one MLTC plan must certify annually with OMIG. The certification involves the SADC site attesting to compliance with [Title 9 NYCRR 6654.20](#), which establishes minimum requirements for the administration and operation of SADC programs across NYS.
 - It is the responsibility of each MLTC contracted plan to ensure all contracted SADC sites, within the plan's network, have conducted the SADC site annual registration with OMIG and obtain evidence of this during the MLTC plan's annual on-site evaluation of each SADC site.
 - Resources:
 - [SADC OMIG Registration Form](#)
 - All registration questions must be answered for the submission to be acceptable.
 - [NYSOFA Social Adult Day Services Homepage](#)
- **New York City (NYC) Aging Registration**
 - All SADC sites located in the five boroughs of NYC must register with NYC Aging per [Local Law 9 of 2015](#) and keep the NYC SADC site registration up-to-date, ensuring changes are submitted no later than the effective date of the change.
 - Resources:
 - [NYC Aging SADC Registration](#)
 - [NYC Aging SADC Homepage](#)

Note: DOH is beginning to validate that both the statewide OMIG certification and NYC Aging registration are active for all contracted SADC sites. SADC sites found to be non-compliant will lead to the issuance of a statement of deficiency to each MLTC plan that has reported a contract with that SADC site.

- **MLTC Plans to Update SADC Site Network Prior to Each PNDS Submission**
 - MLTC plans must update their contracted SADC sites in the quarterly Provider Network Data System (PNDS) before submission and ensure all information is accurate each quarter. DOH will reach out if any discrepancies are discovered, and it is the responsibility of all MLTC plans to ensure they are accurately managing and reporting their network to DOH.
 - DOH utilizes this information to verify the accurate representation of MLTC plans' networks. This also allows DOH to identify which MLTC plans to communicate

with regarding SADC sites with multiple MLTC Plan contracts, including releasing DOH's determinations of Home and Community Based Services (HCBS) Settings Final Rule quality assurance reviews, which are now annually conducted.

- Resources:
 - Questions about network adequacy please contact: pnds@health.ny.gov
 - Guidance in accuracy of submission: [PNDS Submission Requirements](#)

Additional Information

- **Attached SADC Compliance Roles and Responsibilities:** This chart provides contact information and an overview of the different government agencies involved in SADC compliance.

Thank you,
Bureau of Medicaid Long Term Care
Division of Health Plan Contracting and Oversight
Office of Health Insurance Programs
New York State Department of Health

Social Adult Day Care (SADC) Compliance Roles and Responsibilities

Entity	Role	Website	Agency Email
NYSOFA	<p>The New York State (NYS) Office for the Aging (NYSOFA) provides general oversight of aging programs in NYS. NYSOFA has an overall goal to improve access to, and availability of, appropriate and cost-effective non-medical support services for older individuals to maximize their ability to age in their community and avoid higher levels of care and publicly financed care. NYSOFA funds 13 SADC programs directly and approximately 80 through the Local Offices for the Aging across NYS.</p> <p>All SADCs are required to conduct an annual self-evaluation, per Title 9 NYCRR §6654.20, which is available on NYSOFA's website.</p>	https://aging.ny.gov/social-adult-day-services-sads	SADSMonitoring@aging.ny.gov
NYC Department for the Aging SADC Ombuds Office	<p>The NYC Department for the Aging's (NYC Aging) Ombuds Office is charged with enforcing Local Law 9 of 2015, which requires all SADCs operating in NYC to register (for a fee) with NYC Aging, to maintain that registration with any updates or changes, and to comply with other relevant law and rules. The Local Law authorizes and requires NYC Aging to exercise certain enforcement oversight over SADCs operating in NYC; the Ombuds Office accepts and investigates complaints within its jurisdiction, refers complaints outside of its jurisdiction, issues corrective action plans, and may issue penalty-bearing violations where appropriate.</p>	NYC Aging Website	sadc-ombuds@aging.nyc.gov
		SADC Registration Portal	
OMIG	<p>The NYS Office of the Medicaid Inspector General (OMIG) in conjunction with DOH, per MLTC Policy 15.01(a) have established a certification requirement for SADC entities that wish to contract with MLTC plans to ensure those entities involved in the delivery of SADC services are in compliance with relevant rules and regulations.</p> <p>MLTC Policy 15.01(a) can be found here: https://www.health.ny.gov/health_care/medicaid/redesign/docs/mltc_policy_15.01_a.pdf.</p> <p>Per MLTC Policy 15.01(a) all SADCs contracted with a MLTC plan must annually complete a certification with OMIG and attest to the SADC's compliance with Title 9 NYCRR §6654.20.</p>	SADC Certification Form	N/A
SADC HCBS Compliance Team	<p>The SADC Home and Community Based Services (HCBS) Compliance team is subset of the DOH Division of Health Plan Contracting and Oversight's (DHPCO) Bureau of Managed Long Term Care (BMLTC) Surveillance Team that is focused on ensuring and validating SADC site specific compliance with the HCBS Settings Final Rule and communicating those determinations to their contracted MLTC plans.</p>	<p>SADC HCBS Guidance Falls Under MLTC Policy 21.05 on the MLTC Policy Documents Website: https://www.health.ny.gov/health_care/medicaid/redesign/mrt90/mltc_policies.htm</p>	HCBSADCSiteAssessments@health.ny.gov
BMLTC Surveillance Team	<p>The BMLTC Surveillance Team oversees the MLTC plans. MLTC plans that contract with DOH sub-contract with SADC sites to provide social day care services. Therefore, the BMLTC Surveillance Team is responsible for ensuring MLTC plans provide appropriate oversight of their contracted SADC sites.</p>	<p>NYS DOH Managed Long Term Care Website: https://www.health.ny.gov/health_care/managed_care/mltc/</p>	mltcsurvey@health.ny.gov
MLTC TAC	<p>The MLTC Technical Assistance Center (TAC) handles complaints and concerns regarding MLTC plans and services which may include SADCs.</p>	<p>MLTC TAC Website: https://www.health.ny.gov/health_care/managed_care/mltc/mltcomplaint.htm</p>	mltctac@health.ny.gov