



**State of Florida
Department of Children and Families**

Rick Scott
Governor

Mike Carroll
Secretary

DATE: April 6, 2018 **TRANSMITTAL NO.:** P-18-04-0009

TO: Economic Self-Sufficiency Operations Managers
Economic Self-Sufficiency Program Offices

FROM: Tonyaleah Veltkamp, Chief, Program Policy
Nathan Koch, Chief, Appeal Hearings
(Signatures on File)

SUBJECT: Expedited Medicaid Fair Hearings

EFFECTIVE: Upon receipt

The purpose of this transmittal is to advise staff of the expedited Medicaid fair hearings procedures that must be followed when one is requested. Expedited hearings only apply to the Medicaid Program.

Background

New federal regulations require an individual be allowed an opportunity to receive an expedited Medicaid hearing if the normal fair hearings timeframe (90 calendar days) would "...jeopardize the individual's life, health or ability to attain, maintain, or regain maximum function".

New Procedure

When a client requests an expedited Medicaid fair hearing. Staff must take immediate action to conduct the required case review, transmit the hearing request to the Office of Appeal Hearings (OAH), and refer the client to OAH to request the appeal be expedited. OAH will accept the request by the following methods:

Phone: (850) 488-1429
Fax: (850) 487-0662
Email: appeal.hearings@myflfamilies.com
Mail: Office of Appeal Hearings
1317 Winewood Blvd., Bldg. 5, Rm. 255
Tallahassee, FL 32399-0700

OAH will determine if the request meets expedited Medicaid fair hearing criteria. This determination of whether to expedite the request will be made by the close of business

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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the following day. If determined expedite, OAH has seven business days from the date of the expedited request to issue a decision.

In these cases, the hearing officer will notify the ESS Regional Fair Hearing's Coordinator of the expedited hearing via email. To help OAH meet their seven-day deadline, ESS staff must be fully prepared to represent the Department by the hearing date provided by OAH.

To ensure all parties are prepared for the hearing, ESS staff must be prepared to provide the evidence packet to all parties no later than the close of business the following day.

Note: All requested hearings must be entered on CLFH and the request for an expedited hearing must be entered on the CLRC screen.

If there are Medicaid policy questions, region offices may contact Nathan Lewis at Nathan.Lewis@myflfamilies.com.

cc: Assistant Secretary for Economic Self-Sufficiency (Jeri Culley)
Assistant Secretary for Operations (Rebecca Kapusta)
Director (Liesta Sykes)
Regional ESS Directors
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Data Analytics, Technology, and Project Management (William Martinez, Suzanne Poirier, Margie France, Lori Schultz, Eileen Schilling)
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Office of Communications (Jessica K. Sims)
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Office of Continuous Improvement (Cindy Mickler)
Office of Program Policy (Melissa K. Burns, Nathan Lewis, Jacinta Murphy)
Peer and Integrity Review Manager (Terry Field)
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Florida Bar Elder Law Section (Emma Hemness, Twyla Sketchley)
Florida Healthy Kids (Austin Noll)