Office of Administrative Hearings (OAH)	Transmittal Number: 95-48
Procedures Transmittal	Date: December 27, 1995
Distribution:	
ALB OAH Staff [X] UPS ALJs/ [ ] SUP ALJs [ ] Upstate LDSS [ ]	Subject: Revised EVR Coding
NYC OAH Staff [X] NYC ALJs/ [ ] SUP ALJs [ ] NYC Agencies [X] (HRA & EVR only)	

With reference to Transmittal 95-08 (Revised), although the NEVR (NYC Eligibility Verification Review) agency has not yet devised a way to distinguish the notices of intent relevant to EVR issues from those generated by the IS (Income Support) Centers, it is essential that any NYC notice that refers to action taken pursuant to "a field investigation" be coded against the agency NEVR (see attached example of Notice of Discontinuance). This will ensure that NEVR is properly notified and that these cases do not appear on the SP02 (Triage Part Calendar). There is a system edit in place to ensure that the subcategory SP02 cannot be entered when the agency is NEVR, however, it is essential that information pulled over from the NYC Notice Match Inquiry be revised on-line to indicate the agency as NEVR rather than the IS Center in order for this edit to function as intended.

Coding is as follows for cases known to involve an action pertaining to failure to comply with EVR requirements, <u>or for any NYC notice that refers to an action taken pursuant to a "field investigation"</u>:

Agency: NEVR/ISC# (in this order)
Category: HR
Subcategory: None
Action: DENY, DISC, REDU

It is still anticipated that the NEVR agency will succeed in devising a more distinct notice that will assist Intake Staff in identifying the proper agency to notify. Until then, relying on the "field investigation" language should provide a fairly accurate means of identifying these cases as involving NEVR. Please bring any questionable examples to the attention of your supervisor. If you have questions regarding this transmittal, please contact Sue Fiehl at (518) 473-4779 or via e-mail 90j029.

Attachment

Mark Lacivita, Director of Administration
Office of Administrative Hearings