**DATE: February 3, 2017**

**OPERATIONS MEMORANDUM #17-02-01**

**SUBJECT:** Changed Long Term Care (LTC) Reconsideration Policy

**TO:** Executive Directors

**FROM:** Inez Titus

 Director

 Bureau of Operations

**PURPOSE**

 To align LTC policy with Medical Assistance (MA) policy regarding processing of application reconsiderations.

**BACKGROUND**

 Previously, LTC policy was that a new application was not required if the original application was denied and the individual requested the application be reconsidered, asked for a new application, and/or submitted required verification within 60 days of the original applicationdate.

**DISCUSSION**

 To be consistent with MA policy, effective with the release of this Operations Memorandum, LTC policy is changed to allow reconsideration of a denied application within 60 days of the denial (rather than application) date. If eligible, LTC benefits will be opened effective the date of the original application. If retroactive coverage is requested, the original application date will be used to establish the retroactive period.

**NEXT STEPS**

1. Review this Operations Memorandum with appropriate staff.
2. Direct all questions to your area manager.
3. This Operations Memorandum will become obsolete when this information is incorporated into the LTC Eligibility Handbook.