



## Fiscal Intermediary Update **Application Process Opens in November**

The New York State Department of Health ([DOH](#)) will begin accepting Consumer Directed Fiscal Intermediary (FI) Authorization applications on November 1, 2017. **All existing FIs must submit their applications within 30 days from November 1. They will be permitted to continue operating while their applications are under review.** There is no filing fee to submit the application. The FI Authorization will be good for a period of 5 years. DOH will issue renewal notices at the end of the period, and FIs will be required to renew their Authorization.

Applicants must submit their marketing and outreach materials as attachments to their applications.

Upon completion of the full application review, applicants will receive either an approval or denial letter via email. The approval letter will detail the next steps that must be taken in order to complete the Authorization process. The denial letter will provide the applicant with information about the grievance process and related procedures.

If the FI is not already enrolled as a Medicaid provider, then upon receipt of its FI Authorization approval, the FI must enroll with the New York State Medicaid program. Once approved as a Consumer-Directed FI in the Medicaid program, the FI Authorization will be complete.

Please [contact](#) our office with any questions related to the Authorization process.

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