



# New Hampshire Department of Health and Human Services

*To join communities and families in providing opportunities  
for citizens to achieve health and independence*



# **Division of Community Based Care Services (DCBCS)**

## **Disability Determination Unit (DDU)**



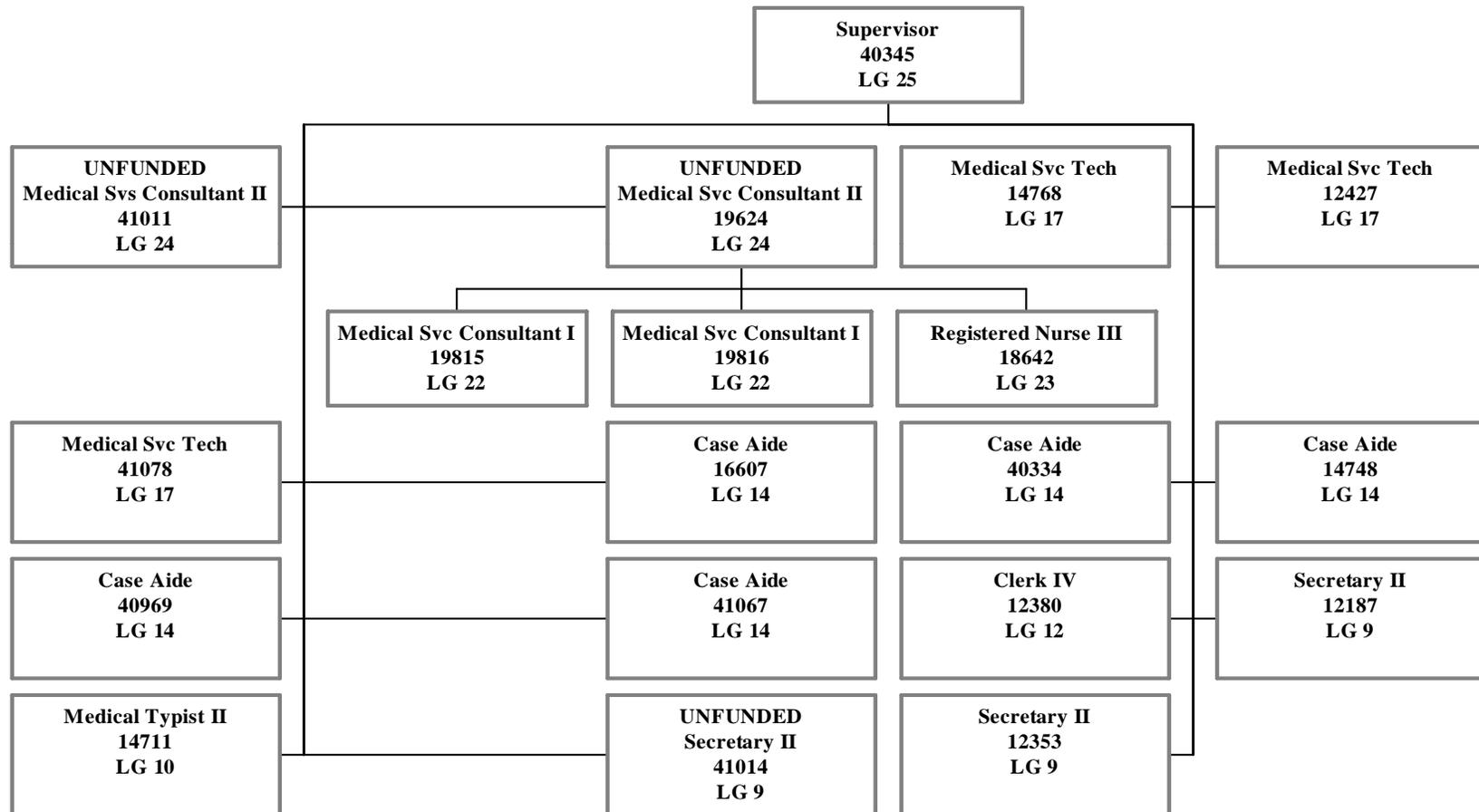
# **Disability Determination Unit**

## **Mission Statement**

The DDU Team determines medical eligibility for New Hampshire applicants objectively and within the legal parameters and guidelines set by the State and Federal government.



# Organizational Chart





# Personnel and Administrative Profile

- 19 FTE's (3 unfunded)
  - Support Staff
  - Case Aides
  - Medical Technicians
  - Nurse Reviewers
  - Supervisor
  
- 20 Contracted Consultants
  - Registered Nurse Reviewers
  - Physicians/Licensed Psychologist/Psychiatrist
  - Vocational Counselor



# Responsibilities

The Disability Determination Unit (DDU) is responsible for determining the medical component for those pathways to eligibility in which the applicant must meet disability requirements in order to receive Medicaid benefits. The DDU is authorized to evaluate applicants for Aid to the Permanently and Totally Disabled (APT-D), Aid to the Needy Blind (ANB), Medicaid for Employed Adults with Disabilities (MEAD) and Home Care-for Children with Severe Disabilities (Hc-CSD).



# Enabling Legislation

- RSA 167:3-e, f, g - Public Assistance to Blind, Aged, or Disabled Persons, and to Dependent Children
  - Defines recipient eligibility criteria for children with severe disabilities
- RSA 167:6, IV, VI – Public Assistance to Blind, Aged, or Disabled Persons, and to Dependent Children
  - Defines recipient eligibility criteria for the adult assistance programs



# Key Administrative Rules

- He-W 508.01-03 Hc-CSD definitions, Recipient Eligibility, Degree of Care
- He-W 503.00-12 Rules defining the Disability Determination Process for adults seeking APTD



# Target Population Served

- APTD, ANB, MEAD: persons between the ages of 18 and 64 years of age inclusive; is a resident of the state; and is disabled as defined in the federal Social Security Act, Titles II and XVI and the regulations adopted under such act, except that the minimum required duration of the impairment shall be 48 months.
  - Note: There is no age limit in the blind category
- Hc-CSD: Non-institutionalized children under 18 years of age who have a severe disability or chronic illness.



# Service Delivery

- The DDU receives applications from the DFA field staff who are located in the District Offices statewide.
- Information is requested from various medical and non-medical sources and a case file is developed.
- Fully developed cases are then reviewed by the Medical Review Team that consists of a nurse reviewer (RN), physician consultants (MD), and a vocational expert.
- Decision letters are mailed to the applicant and to the District Office.



# Current Outcomes

Disability Decision for 2010  
January 1, 2010 – December 13, 2010

APTD/ANB	Total new applications:	6,472
	Approvals:	3,739
	Denials:	2,676
MEAD	Total new applications:	160
	Approvals:	53
	Denials:	105
Hc-CSD	Total new applications:	279
	Approvals:	212
	Denials:	69

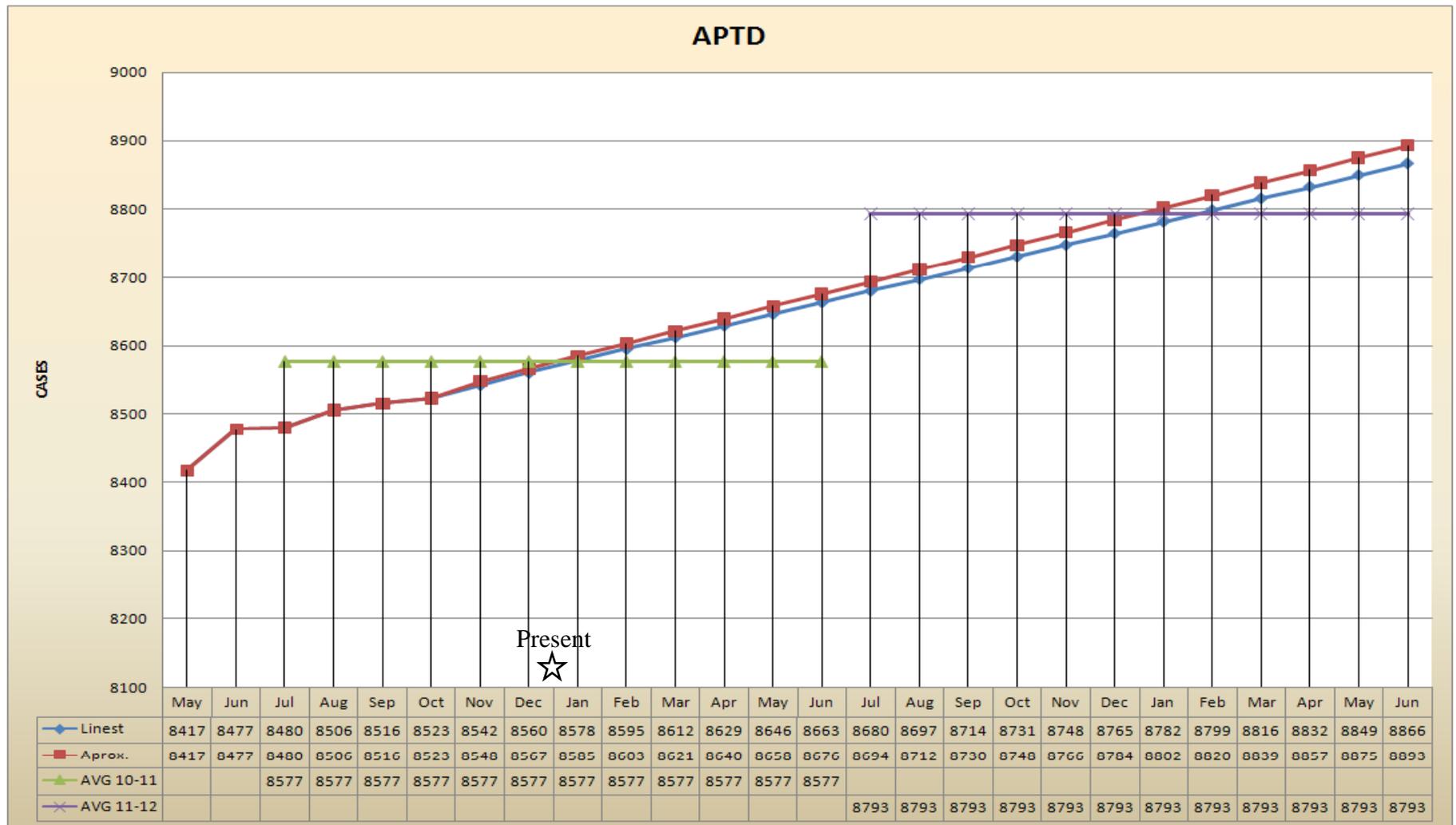


# Performance Measures

<b>APTD Program</b>											
<i>Aging of Cases beginning January 2010</i>											
Caseload Analysis						Backlog Analysis - Cases older than 90 days					
	Less than 90 Days	91 - 180 Days	181- 360 Days	361 + Days	Total Pending	Backlog Cases with UC	Backlog Cases excluding UC	Total Cases excluding UC	Percent > 90 days	Percent Change	
Jan 10	1141	527	39	3	1710	452	117	1258	9.3%	4.6%	
Feb 10	1202	572	45	4	1823	460	161	1363	11.8%	2.1%	
Mar 10	1234	575	29	0	1838	523	81	1315	6.2%	-5.6%	
April 10	1296	573	27	0	1896	560	40	1336	3.0%	-3.2%	
May 10	1329	568	32	0	1929	551	49	1378	3.6%	0.6%	
June 10	1235	807	69	2	2113	690	188	1423	13.2%	9.6%	
July 10	1200	942	34	1	2177	758	219	1419	15.4%	2.2%	
Aug 10	1147	953	65	0	2165	798	220	1367	16.1%	0.7%	
Sept 10	1131	848	128	0	2107	843	133	1264	10.5%	-5.6%	
Oct 10	1195	734	147	0	2076	798	83	1278	6.5%	-4.0%	
Nov 10	1167	658	138	0	1963	768	28	1195	2.3%	-4.2%	
Dec 10	1130	629	68	0	1827	695	2	1132	0.2%	-2.1%	
	<b>Notes:</b>	UC - Unusual Circumstances									



# Average projected continued growth in caseloads from 2010 through 2012.



Graph prepared by Richard Regan for DFA



# Major Initiatives

- Additional resources/maintain current
- Electronic records
- Develop and improvement to workflow processes
- Re-organization of staff
- Creation of procedures and policy
- Training



# Challenges

- Higher caseloads per worker
- Obstacles in recruiting providers
- Increase in frivolous applications
- Delay in scheduling AAU hearings causes greater incidences of re-applications.
- Incompatible advancements in technology, i.e. SSA using electronic records



# Contact Information

## Division of Community Based Care Services:

- Nancy L. Rollins, Associate Commissioner
- [nrollins@dhhs.state.nh.us](mailto:nrollins@dhhs.state.nh.us)
- 603-271-8560

## Disability Determination Unit:

- Gail A. Deary, Supervisor IV
- [gail.a.deary@dhhs.state.nh.us](mailto:gail.a.deary@dhhs.state.nh.us)
- 603-271-4291