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Office of Administrative Hearings (OAH)	Transmittal   Number: 94-47
Procedures Transmittal	Date: October 13, 1994
Distribution:	
ALB OAH Staff [x] UPS ALJs/ [x] Upstate LDSS [x]   SUP ALJs	Subject: Coding Changes: Subcategories Changing to Agencies
NYC OAH Staff [x] NYC ALJs/ [x] NYC Agencies [x]   SUP ALJs	-   

Effective October 29, 1994, six new agencies (formerly seven subcategories) will be migrating over the system requiring the following coding changes:

## CODING CHANGES FOR NYC CASES

CATEGORY	CHANGE SUBCATEGORY TO AGENCY	CONTACT PERSON AND ADDRESS
МА	RMAC TO NRMA (NYC Restricted Medicaid Card)	Mr. Alan Mindell HRA Medical Eligibility Program 11 Beach Street, Room 605 New York, New York 10013
ADC	TCC to NTBU (NYC Transitional	Mr. John Schild
or	Benefits Unit)	HRA/OES Work Related Benefits Unit
HR	TMA to NTBU	132 West 125th Street, Room 309 New York, New York 10027
FS	DATP to NATP (NYC Duplicate Food Stamp Program)	Ms. Carol Hamilton HRA Food Stamp Program EPFT-Fiscal Operations Post Office Box C-9041 Brooklyn, New York 11201
FS	BAD to NBAD (NYC Budgeting After Disqualification)	Ms. Carol Hamilton HRA Food Stamp Program EPFT-Fiscal Operations Post Office Box C-9041 Brooklyn, New York 11201
ADC	SPO5 (CAP) to NCAP (NYC Child Assistance Program)	Ms. Gail Levine* Child Assistance Program 26 Court Street, 12th Floor Brooklyn, New York 11242

<sup>\*</sup> The instructions in this Transmittal supersede those found in Transmittal OAH 94-33. It is no longer necessary to add the name and address of Gail Levine (formerly Alma King) in the "Other" field to generate a notice and decision.

Page 2 OAH Transmittal 94-47

CATEGORY	CHANGE SUBCATEGORY TO AGENCY	CONTACT PERSON AND ADDRESS
ADC	BEGN to NBEG (NYC BEGIN Program)	Decisions: Mr. Alex Tobkes HRA Office of Employment Services 109 E. 16th Street New York, New York 10003
		Notices (457s): Ms. Lila Algo Director of Eligibility HRA Office of Employment Services 109 E. 16th Street, Room 400 New York, New York 10003

These coding changes will enable the six agencies to receive electronic transmission of fair hearing documents directly to their respective queues once electronic processing is fully implemented. For coding purposes, these agencies should appear in the first agency field.

In addition, for consistency, Upstate Child Assistance Program cases should be coded using the subcategory CAP, which replaces SP05. Also, Upstate Budgeting after Disqualification issues should continue to be coded with the subcategory BAD.

Please update your records to reflect the above changes. If you have any questions regarding these changes, please contact Ed McCarthy at (518) 473-8920 or Vicki Shuster at (212) 417-4309.

Mark Lacivita, Director of Administration Office of Administrative Hearings