

Office of Administrative Hearings (OAH)	Transmittal Number: 94-19
Procedures Transmittal	Subject: SPO2 Pilot
Distribution:	
ALB OAH Staff +-+ UPS ALJs/ +-+ Upstate LDSS +-+ +X+ SUP ALJs +-+ +-+	Date: March 4, 1994
NYC OAH Staff +-+ NYC ALJs/ +-+ NYC Agencies +-+ +X+ SUP ALJs +X+ +-+	

The Office of Administrative Hearings is piloting a project designed to facilitate the handling of clients who appear for hearings at 80 Centre St. For the next several weeks, all Single Issue Notice cases involving Public Assistance (ADC and HR) Reductions and Discontinuances and without a subcategory should be coded SPO2 (Expedited Processing) by the NYC reviewers. These are cases for which the agency has the burden of proof and oftentimes appears without a case record, a notice or a fair hearing packet to present at the hearing.

All SPO2 cases will subsequently be scheduled by Albany on a mixed calendar of SPO1, SPO2, and SPO3 cases at the rate of 100 per calendar anticipating the large agency withdrawal rate.

Upon appearing at 80 Centre Street, clients will be referred to a "triage" section where it will be determined if there is sufficient documentation to refer cases to a hearing. If not, an immediate decision will be rendered. If sufficient evidence is available to proceed, the case will be referred to an Administrative Law Judge for a hearing.

After the initial pilot phase, we will review the results to determine if this procedure will be generally adopted. Until then, this transmittal is for informational purposes only since NYC reviewers are the only ones adding this subcategory for NYC telephone requests at this time.

Please contact Sue Fiehl at (518) 473-4779 or via e-mail 90J029 if you have any questions.

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