BUS Update Memorandum

TO: All Benefits Utilization System (BUS) Users
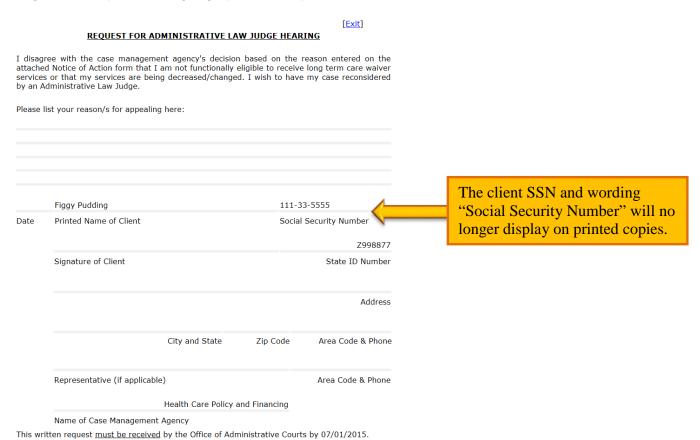**FROM:**   Terry Burnham – BUS Analyst
DATE: February 19, 2016
RE: Remove Client Social Security Number from Printed LTC 803 Notice of Action in the BUS

LTC 803 Notice of Action (NOA)

Page three of the LTC 803 NOA displays a copy of the client's full Social Security Number (SSN). A change will be made to the BUS to prevent this SSN from appearing on both the English and Spanish language printed copies of the LTC 803 NOA (see below).

[Exit]

REQUEST FOR ADMINISTRATIVE LAW JUDGE HEARING

I disagree with the case management agency's decision based on the reason entered on the attached Notice of Action form that I am not functionally eligible to receive long term care waiver services or that my services are being decreased/changed. I wish to have my case reconsidered by an Administrative Law Judge.

Please list your reason/s for appealing here:

_____

_____

_____

Figgy Pudding   111-33-5555

Date   Printed Name of Client   Social Security Number   ◄ The client SSN and wording "Social Security Number" will no longer display on printed copies.

                                                                Z998877

Signature of Client   State ID Number

                                                                    Address

            City and State   Zip Code   Area Code & Phone

Representative (if applicable)   Area Code & Phone

            Health Care Policy and Financing

Name of Case Management Agency

This written request must be received by the Office of Administrative Courts by 07/01/2015.

When is this change effective?

On Sunday February 28th 2016, a client's SSN will no longer display on the printed copy of the LTC 803 NOA.

Questions/Feedback?

Contact Terry.Burnham@state.co.us
BUS Administrator
Long-Term Services and Supports Division
BUS Stop Website - www.colorado.gov/hcpf/benefits-utilization-system-bus-updates

Our mission is to improve health care access and outcomes for the people we serve
while demonstrating sound stewardship of financial resources.
www.colorado.gov/hcpf