

State of New Jersey

PHILIP D. MURPHY Governor

SHEILA Y. OLIVER Lt. Governor

Extension.

DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES
PO Box 712
Trenton, NJ 08625-0712

CAROLE JOHNSON Commissioner

JENNIFER LANGER JACOBS
Assistant Commissioner

J.S.,

PETITIONER.

V.

ADMINISTRATIVE ACTION

FINAL AGENCY DECISION

DIVISION OF MEDICAL ASSISTANCE: OAL DKT. NO. HMA 11046-2021

AND HEALTH SERVICES,

RESPONDENT

As Assistant Commissioner of the Division of Medical Assistance and Health Services, I have reviewed the record in this case, including the OAL case file and the Initial Decision affirming the denial of reimbursement to Petitioner. Procedurally, the time period for the Agency Head to file a Final Decision is December 9, 2021, in accordance with an Order of

This matter arises from the denial of Petitioner's request for reimbursement related to a vehicle modification provided under the Supports Program, a component of the Comprehensive Medicaid Waiver (CMW), administered by the Division of Developmental Disabilities (DDD). On October 8, 2020, Petitioner's Support Coordinator submitted a purchase request for a van with an added side-entry conversion. The van was purchased, and the conversion was done, by Petitioner on August 12, 2020, without having been approved by DDD.

The ALJ affirmed DDD's denial of reimbursement, finding that the van was purchased before the request for reimbursement, contrary to procedures outlined in the Supports

Program Policies & Procedures Manual, Section 17.22.5.

The DDD's Manual governs all vehicular modification purchases. Under Section 17:22.2 of the manual, it states, "[a]II vehicle Modifications are subject to prior approval on an individual basis by the Division." In addition "[t]he need for a Vehicle Modification will be identified through the NJ Comprehensive Tool (NJ CAT) and the person-centered planning process documented in the Person Centered Planning Tool (PCPT)." Section 17.22.5.1.

- The requested item needed, including name, model number, and any other identifying specifications (all measurements must be taken by a professional to ensure the specifications are correct).
- Unit cost and quantity, if applicable, and total quoted price;
- Clear itemization of cost material, labor, and shipping/freight if applicable;
- Name and address of vendor on company letterhead;
- Vendor's Federal ID number:
- Vendor's representative's names, phone number, and email address;
- The Division will review the estimate/bid and supporting documentation and provide a determination regarding the requested Vehicle Modifications;
- Upon Division approval, the Support Coordinator will add needed Vehicle Modifications and follow ISP approval process;

Based on my review of the record, I concur with the ALJ's findings. Petitioner failed to follow the procedures required for purchasing and modifying the vehicle. The vehicle was purchased and modified in August without prior approval, and the modification request was not submitted until October, nearly two months after the work was done. As such, I hereby AFFIRM the Initial Decision.

THEREFORE, it is on this 8th day of DECEMBER 2021,

ORDERED:

That the Initial Decision denying reimbursement for the vehicle modifications is hereby ADOPTED.

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Jennifer Langer Jacobs, Assistant Commissioner

Division of Medical Assistance and Health Services