



## Upper Peninsula Commission for Area Progress

[www.upcap.org](http://www.upcap.org)

"Providing guidance and support to U.P. residents since 1961"

### Adequate Action Notice

Date:

Dear,

This notice is to inform you that a Level of Care Determination (LOCD) conducted on \_\_\_\_\_ determined that you do not meet the functional eligibility requirement for Medicaid long-term care services. The legal basis for this decision is 42 CFR 440.230(d). Enclosed you will find a copy of your LOCD.

If you do not agree with this action, **you may do either or both of the following:**

**REQUEST A SECONDARY REVIEW:** You have a right to request a *Secondary Review* from the iMPROve Health. This review will look at the same information we used, as well as other possible needs you may have. To request a Secondary Review, contact iMPROve Health *within 3 (three) business days* following the receipt of this notice at 800-727-7223.

**REQUEST AN APPEAL (MEDICAID FAIR HEARING):** You have a right to a Medicaid Fair Hearing. You have 90 calendar days from the date of this notice to request a Medicaid Fair Hearing by mail or fax. The request must be in writing and signed by you or a person authorized to sign for you. To request a Medicaid Fair Hearing, complete a "Request for an Administrative Hearing" (DCH-0092) form and mail it to:

Request for Administrative Hearing  
Michigan Office of Administrative Hearings and Rules  
Michigan Department of Health and Human Services  
PO Box 30763 Lansing, Michigan 48909

Or fax it to: FAX NUMBER: 517-763-0146

If you have any questions, you can talk to \_\_\_\_\_ at our agency or call the Michigan Long Term Care Ombudsman Program at 888-746-6465 for help understanding your options.

Sincerely,

Attachments:

LOCD

Secondary Review – Exception Process Information Sheet

Request for an Administrative Hearing (DCH-0092) form

The Upper Peninsula Commission for Area Progress (UPCAP) is a regional 501 (c) (3) charitable organization, responsible for development, coordination, and provision of human, social, and community resources within the Upper Peninsula of Michigan. In 1974, UPCAP was designated as the Region XI (U.P.) Area Agency on Aging who purpose is to advocated for and provide services to older adults residing in the 15 counties of the Upper Peninsula.