



County of Westchester Medicaid and Public Assistance Lien Review/Deferral/Reduction Request

Attn: Sr. ACA Susan Kettner

Please complete the following and fax to 914-995-3132 or email to LienSearch@WestchesterCountyNY.gov. Please be sure to print or type the information clearly.

Case Caption: _____

Index No: _____ Courthouse: _____

Client's Full Name: _____ Date of Birth: _____

Social Security No: _____ Date of Accident: _____

Case Type & Facts (MVA, T&F, etc.): _____

Injuries (provide a short list of injuries and attach all Bills of Particulars): _____

Settlement Amount: \$ _____; date accepted: _____

Attorney's Costs: \$ _____

Attorney's Fees: \$ _____

Medicaid Lien: \$ _____; attach lien letter if obtained from HMS and not this office

Public Assistance Lien: \$ _____

Other Lien: \$ _____; holder of lien & explanation thereof: _____

Balance to Client: \$ _____

Request to Review/Defer/Reduce: (attach letter signed by an attorney stating basis)

Claims Review. If you believe the amount of the lien asserted is incorrect, attach a marked spreadsheet of charges identifying the specific charges being disputed and any medical or legal record(s) evidencing the identified claim is unrelated. *Do not send the entire medical file.*

I do not have the spreadsheet, but request that it please be sent to me. Note, if you have checked this option, please submit this request before requesting a reduction so that the lien amount can be verified.

OR

Medicaid. Note: Westchester County applies the holding of *Dep't of Human Servs. v. Ablborn*, 547 U.S. 268 (2006), when assessing Medicaid deferrals. Please be sure to include a reasonable and county relevant full case value.

Public Assistance. Note: The discretion afforded under N.Y.S. Social Services Law §104-b(13) is interpreted to require a hardship or other explanation regarding the need for the funds (e.g., moving, education, etc.).

Be sure to include the attorney contact information, including email address, on the letter.

Requests will be processed as received and take approximately 3-4 weeks to review.