

Appendix 17A Letter to Complainant – No Hearing Scheduled

General Information

If you review the hearing request and determine a hearing is not necessary (MS 1112) and the hearing has not been scheduled with OAH, Program Support sends a letter telling the complainant that the hearing will not be scheduled because no adverse action is being taken.

Example

Below is a copy of the Letter to Complainant.



ARIZONA HEALTH CARE COST CONTAINMENT SYSTEM
Committed to Excellence in Health Care

Jane Dee Hull
Governor

Phyllis Biedess
Director

August 30, 2002

John Smith
1234 W. 1ST Street
Phoenix, AZ 85000

Case #: ACN 00091456

Dear Mr. Smith:

On August 8, 2002 the Mesa ALTCS Eligibility Office sent you a notice telling you your ALTCS benefits would stop effective September 1, 2002. You requested a hearing to appeal that decision on August 10, 2002.

After you requested a hearing, ALTCS reviewed the action they took and any other information you gave them. They determined that your ALTCS benefits will not stop.

Because of this there is no need to schedule or hold a hearing. For our records, if you agree that a hearing is not necessary, sign below and return the bottom section in the enclosed return envelope.

If you have any questions about this action, please call your Eligibility Specialist .

If you believe that a hearing is still necessary, please call the AHCCCS Office of Legal Assistance at (602) 417-4232. Ask for the hearing scheduler and say that you still want to have the hearing. Unless you contact them within 7 days from the date of this letter, they will close the matter without scheduling a hearing.

Sincerely,

Cathy Brunning
Office of Eligibility Policy
Eligibility Hearing Coordinator

cc: Rebecca Edstrom, AHCCCS Office of Legal Assistance, Mail Drop 6200
Hearings Coordinator, Mesa ALTCS Eligibility Office, Mail Drop 800

..... ✂

I, _____ agree that a hearing is not necessary and I
(sign your name)

hereby withdraw my request for a hearing. Name: John Smith
Case #: ACN 00091456