

# STATE OF NEW YORK DEPARTMENT OF HEALTH

161 Delaware Avenue Delmar, NY 12054-1393

Richard F. Daines, M.D.  
*Commissioner*

Wendy E. Saunders  
*Executive Deputy Commissioner*

February 2, 2009

**DAL:** *HCBS 09-02*  
**SUBJECT:** *ALR Completion of Medical  
Evaluation Information*

Dear Administrator:

As you are aware, the resident's **initial** Medical Evaluation must always be completed in its entirety by the resident's physician or, with physician oversight, a physician's assistant (PA) or a registered professional nurse (RN) with special training in primary health care who has physically examined the individual. This letter is to inform you that certain sections of the information on the ALR Medical Evaluation (DOH 3122) may be completed by the ALR's administrator and/or case manager prior to the physician's review and signature in the following circumstances:

- at the time of the resident's re-assessment;
- whenever the resident is readmitted back to the ALR from a hospital or other healthcare facility;  
and
- whenever there is a change in the resident's condition that requires another medical evaluation.

The ALR administrator and/or case manager may document all information on the Medical Evaluation (DOH-3122) for physician review with the exception of the following areas which require a physical examination or assessment by the resident's physician:

- vital signs
- screening for communicable diseases
- documentation of primary and secondary diagnosis
- tuberculosis testing

The name and title of the individual completing the form prior to the physician's review and signature must be documented on the Medical Evaluation (DOH 3122) in addition to the physician's signature. The current form that is located on the Department's web site will be updated to provide an area for the signature of the individual who completed the form.

If you have any questions regarding the above, please contact the Division of Home and Community Based Services at (518) 408-1133 for further clarification.

Sincerely,



Judith R. Mooney  
Director  
Division of Home and Community Based Services