

Bureau of Medical Services  
Policy Units  
Room 251  
350 Capitol Street  
Charleston, West Virginia 25301-3707

NOTICE OF DECISION  
STATE OF WEST VIRGINIA  
DEPT. OF HEALTH & HUMAN RESOURCES

Worker Name:  
Telephone: 1-800-642-8589  
Telephone: 1-304-558-2400  
Date:  
Case Name:

Case Number:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Medicaid MR/DD Waiver Program

- 9 Your Waiver Application is hereby denied
- 9 Your Waiver services have been reduced.
- 9 Your Waiver services have been terminated.

This action was taken because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Reviewer(s) relied on the following facts:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The **citation(s)** upon which the decision is based:

\_\_\_\_\_

FAIR HEARING: If you do not agree with this decision, you may ask for a **Fair Hearing** and/or a Pre-Hearing Conference within 90 days of the action taken. You may use the enclosed form. If this action is termination or reduction of your benefit, your services may continue until your hearing is held. Within 90 days, you must complete this form and submit it to the address on the bottom of the form. You must ask for a Hearing/Pre-Hearing Conference within 13 days of the date of this notice in order to receive continued benefits. You have the right to review your file at a reasonable time before and during the hearing and all documents and records to be used by the State at the hearing and receive free copies. The following organizations provide **free legal services** to eligible persons: WV Advocates, 1207 Quarrier Street, Charleston, WV 25301; 1-800-950-5250; WV Legal Services Plan, Inc., So. 4<sup>th</sup> St., Doctor Bldg., Clarksburg, WV 26301, 1-304-623-6649; Appalachian Legal Services, 922 Quarrier St., 4<sup>th</sup> Floor, Charleston, WV 25301, 1-800-834-0598. The department will assist in arranging **transportation** if needed.

You have right to a **second medical exam** at the department's expense if the decision was based on medical reasons. You have a right to present witnesses and evidence to support your appeal.