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| LOCAL COMMISSIONERS MEMORANDUM |  
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DSS-4037EL (Rev. 9/89)

Transmittal No: 93 LCM-17

Date: February 19, 1993

Division: Health & Long Term  
Care

TO: Local District Commissioners

SUBJECT: Employer Mailout to Identify Health Insurance

ATTACHMENTS: Employer Mailout (3 pages)  
(Not available on-line)

The Department has contracted with AdminaStar Solutions Inc. (ASI) to have letters sent to employers to ascertain if there are any health insurance benefits available for Medicaid recipients. The first mailout will be to employers of non-custodial parents; and, if this project is successful in identifying coverage, the contractor may then conduct another mailout to employers of recipients. An example of the mailout is attached for your information.

The information provided by the employers will be returned directly to ASI. ASI is also responsible for any follow-up with employers and for answering any questions that the employers might have.

If you or your staff have any questions about this project, please call Dick Witko at (518) 473-2237, AZ2390.

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Gregory M. Kaladjian  
Executive Deputy Commissioner