

Announcing New System Features for the HCBS Referral and Authorization Portal

August 2, 2024

TO: Children’s HCBS Providers, Health Homes Serving Children, CMAs, and C-YES,

NYSDOH is launching new features in *the HCBS Referral and Authorization Portal* within the Incident Reporting and Management System (IRAMS) **on August 5, 2024**. These new features will be included in an upcoming iteration of the Referral and Authorization Portal User Guide. Prior to the release of an updated User Guide, the details of these new features are outlined below:

1. The Daily Digest email will now include the following:

- Notices of children discharged from a service the previous day.
- Notices of children that had an HCBS connection confirmed the previous day.

2. On the Child List Page, new filters have been added:

The filter feature has been available in the system since the initial launch. However, the below additional filter options have been added. These additional filters allow HCBS Providers/Care Managers to “filter” through cases associated with their agency and search for cases in similar situations (i.e. all referral eligible children/youth, etc.)

- **HCBS Service:** Displays children that have the selected services in IRAMS. The service may be active or inactive.
- **Service Status:** Displays children that have services with the selected statuses.
- **Referral Eligible Only:** Displays children that are referral eligible. This includes children with active K1, active LOC, and active Medicaid enrollment.
- **Document Only:** Displays children that have downloadable referral forms
- **Recent HCBS Activity Only:** Displays children that have an active or recently expired K1 or LOC, or children with active referrals or services within IRAMS.
- **HCBS Agency:** Displays children currently associated with the selected HCBS Agencies.



— HCBS Program

Designated County

Orange

HCBS Service

Caregiver/Family Advocacy and Support Services

Service Status

Service Status

Referral Eligible Only

Document Only

Recent HCBS Activity Only

— Organizations

Managed Care Plan

Managed Care Plan

CMA

CMA

Health Home

Health Home

HCBS Agency

HCBS Agency

Additional information related to the Children’s HCBS Electronic Referral and Authorization Portal can be found in the following resources:

- *Announcing the Launch of the HCBS Referral and Authorization Portal - ([Web](#)) - ([PDF](#)) - May 16, 2024*
- *Overview of the Children's HCBS Electronic Referral Portal - ([PDF](#)) - ([Recording](#)) - May 29, 2024*
- *HCBS Referral and Authorization Portal FAQ - ([Web](#)) - ([PDF](#)) - June 2024*
- *HCBS Referral and Authorization Portal User Guide - ([PDF](#)) - June 2024*