

OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 59

MAY 7, 1976

ESTABLISHMENT OF PROCEDURES FOR
THE CENTRALIZED COORDINATION AND
DIRECTION OF THE MEDICAID PROGRAM

Whereas, New York City expenditures for Medical Assistance under the Medicaid program now total more than \$1.9 billion annually, and the total level of expenditures has increased rapidly since the program was established; and

Whereas, It is necessary to reduce the City's expenditures for Medical Assistance substantially in order to comply with the New York City Financial Plan; and

Whereas, To reduce expenditures while continuing effective service to the needy requires coordination of the efforts of the Human Resources Administration, the Department of Social Services, the Department of Health, the Department of Mental Health and Mental Retardation Services, the Office of Management and Budget and the Office of the Comptroller, as well as extensive cooperation between City, State and Federal Governments; and

Whereas, It is necessary to modernize and consolidate the City's administration of the Medicaid program to provide appropriate services consistent with control of expenditures, and to respond to changing managerial and legal requirements; and

Whereas, Changes in the Medicaid program affect a broad range of City services and coordination is required to permit full assessment of the impact of any action; and

Whereas, These objectives are best implemented by providing for centralized coordination and direction of the City's Medicaid program and direct reporting to the Office of the Mayor.

Now, therefore, under the powers vested in me by law, it is hereby ordered that:

Section 1. *Medicaid Coordinator*

All Medicaid activities shall be coordinated by a Medicaid Coordinator who shall be the Human Resources Administrator/Commissioner of Social Services.

§ 2. *Medicaid Task Force*

There is hereby established a Medicaid Task Force which shall have as its Chairman the Medicaid Coordinator and which shall have as its Vice-Chairman the Commissioner of health or their respective designees, and which shall also include a representative of the First Deputy Mayor, the Office of the Comptroller, the Office of Management and Budget, the Department of Mental Health and Mental Retardation Services and the Health and Hospitals Corporation.

§ 3. *Functions and Duties of the Medicaid Coordinator and the Medicaid Task Force*

The Medicaid Coordinator shall be responsible for overall supervision and review of the Medicaid program. The duties of the Medicaid Coordinator, in consultation with the Vice-Chairman of the Medicaid Task Force and with the Medicaid Task Force, shall include, but not be limited to:

- a. Monitoring and projecting all Medicaid expenditures.
- b. Monitoring and evaluation of all activities involved in Medicaid administration.
- c. Review of all proposals for change in the Medicaid program and the development of specific recommendations for the revision of operating procedures.
- d. Development of proposals and implementation plans for changes in the organization or the benefits or benefit structure of the Medicaid program to improve services or administration or to reduce costs.
- e. Direction and coordination of all efforts to meet the requirements of the New York City Financial Plan as that relates to Medicaid expenditures.
- f. Coordination of all Medicaid activities which involve the State or Federal governments, including, but not limited to, contract negotiations, requests for administrative approval of proposed actions and recommendations with respect to legislation.
- g. Centralized reporting on the Medicaid program to the Office of the Mayor.

§ 4. *Additional Functions and Duties of the Members of the Medicaid Task Force*

The agencies represented on the Medicaid Task Force shall be responsible for those aspects of Medicaid operations which relate to the jurisdiction of their respective agencies. The Medicaid Coordinator shall be responsible for dissemination of information to members of the Medicaid Task Force. The Medicaid Task Force shall meet at the request of the Medicaid Coordinator or the Vice-Chairman of the Medicaid Task Force.

§ 5. *Executive Director of the Medicaid Task Force*

There is hereby established the position of Executive Director of the Medicaid Task Force who shall be appointed by and responsible to the Medicaid Coordinator. The Executive Director of the Medicaid Task Force shall be responsible for preparing such information, data, analyses, recommendations or other materials as are required by the Medicaid Coordinator.

§ 6. *Medicaid Operations*

All agencies shall cooperate with the Medicaid Coordinator and the Medicaid Task Force, and shall provide such information and data concerning Medicaid operations as may be requested by the Medicaid Coordinator, the Medicaid Task Force or the Executive Director of the Medicaid Task Force. No actions shall be taken by any agency which significantly affect the operations of the Medicaid program, until these actions have been reviewed and approved by the Medicaid Coordinator who shall consult with the Medicaid Task Force. All agencies shall comply with directives of the Medicaid Coordinator with respect to actions required to comply with the New York City Financial Plan as applicable to the Medicaid program.

§ 7. *Effective Date*

This order shall take effect immediately.

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ABRAHAM D. BEAME, Mayor

59