



Special Notice about Medicaid Applications For Long-Term Services and Supports

Important information, effective January 5, 2015

**Please MAIL new applications to one of four
DSS Long-Term Services and Supports (LTSS)
Application Centers**

****Special Application Process at DSS****

To better serve our applicants, clients and providers, DSS operates four Long-Term Services and Supports (LTSS) Application Processing Centers. Beginning January 5, 2015, **three of the Centers will receive and process ALL NEW nursing home applications and the remaining Center will receive and process ALL NEW applications for Medicaid waivers for home and community based services.**

The **Hartford office** is the LTSS Application Processing Center designated to **process only Medicaid waiver applications for home and community based service.** The **Bridgeport, New Haven and Waterbury offices** are the LTSS s Application Processing Centers that are designated to **process applications for nursing facilities within the assigned towns and cities.** Please check the table in this notice for the correct Application Processing Center, determined by the type of your LTSS application and the city/town location of the nursing facility.

Application packets with as much of the required documentation that is available at the time of submission should be mailed directly to the appropriate LTSS Application Processing Center. We cannot accept applications by fax because of the size and volume of most LTSS applications, however, we are accepting applications online. If you would like to apply online go to www.connect.ct.gov and click on the Apply Now button.

LTSS Applications SHOULD NOT be directed to the DSS ConneCT Scanning Center.

Please note that the LTSS Application Processing Centers will only process **NEW APPLICATIONS – THOSE SUBMITTED ON OR AFTER January 5, 2015.** LTSS redeterminations and interim changes, as well as boarding home applications and redeterminations, will continue to be processed through the statewide ConneCT model. This means that **all paperwork for redeterminations and interim changes, as well as boarding home applications and redeterminations, should be sent to the DSS ConneCT Scanning Center at P.O. Box 1320, Manchester CT 06045** (not to the new LTSS Application Centers).

(notice continued >>)

The LTSS Application Centers in Bridgeport, New Haven and Waterbury will also support admissions and discharges affecting area nursing homes in the ASCEND system.

For questions specific to a pending case after an application is made, clients should call the assigned caseworker directly. Applicants will be provided a worker's contact information once the case is assigned. For all other general calls or questions, the DSS Benefits Center staff will serve you at 1-855-6-CONNECT (1-855-626-6632).

Thank you for your participation in this process. We look forward to working with you.

--CT Department of Social Services

DSS Long-Term Services and Supports Application Centers

<p style="text-align: center;">Waterbury Office 249 Thomaston Avenue Waterbury, CT 06702</p> <p>For: Ashford, Avon, Beacon Falls, Berlin, Bristol, Bloomfield, Brooklyn, Burlington, Canterbury, Canton, Chaplin, Cheshire, Columbia, Coventry, East Granby, Eastford, Farmington, Granby, Hampton, Hartford, Killingly, Mansfield, Middlebury, Naugatuck, Newington, New Britain, Oxford, Plainfield, Plainville, Plymouth, Pomfret, Prospect, Putnam, Rocky Hill, Scotland, Simsbury, Southbury, Southington, Stafford, Sterling, Suffield, Thompson, Union, Waterbury, Watertown, West Hartford, Wethersfield, Willington, Windham, Windsor Locks, Windsor, Wolcott, Woodstock.</p>	<p style="text-align: center;">Bridgeport Office 925 Housatonic Avenue Bridgeport, CT 06606</p> <p>For: Barkhamsted, Bethel, Bethlehem, Bridgeport, Bridgewater, Brookfield, Canaan, Colebrook, Cornwall, Danbury, Darien, Easton, Fairfield, Goshen, Greenwich, Hartland, Harwinton, Kent, Litchfield, Morris, Monroe, New Canaan, New Fairfield, New Hartford, New Milford, Newtown, Norfolk, North Canaan, Norwalk, Redding, Ridgefield, Roxbury, Salisbury, Sharon, Sherman, Stamford, Stratford, Thomaston, Torrington, Trumbull, Warren, Washington, Weston, Westport, Wilton, Winchester, Woodbury.</p>
<p style="text-align: center;">Hartford Office 3580 Main Street Hartford, CT 06106</p> <p>For: Statewide Medicaid Waiver Home and Community Based Services Applications Only</p>	<p style="text-align: center;">New Haven Office 50 Humphrey Street New Haven, CT 06513</p> <p>For: Andover, Ansonia, Bethany, Bolton, Bozrah, Branford, Chester, Clinton, Colchester, Cromwell, Deep River, Derby, Durham, East Haddam, East Hartford, East Hampton, East Haven, East Lyme, East Windsor, Ellington, Enfield, Essex, Franklin, Glastonbury, Griswold, Groton, Guilford, Haddam, Hamden, Hebron, Killingworth, Lebanon, Ledyard, Lisbon, Lyme, Madison, Manchester, Marlborough, Meriden, Middlefield, Middletown, Milford, Montville, New Haven, New London, North Branford, North Haven, North Stonington, Norwich, Portland, Preston, Old Lyme, Orange, Salem, Seymour, Shelton, Somers, South Windsor, Sprague, Stafford, Stonington, Tolland, Vernon, Voluntown, Wallingford, Waterford, Westbrook, West Haven, Woodbridge.</p>

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