



Adirondack Health Institute

Lead Empower Innovate

## DOH Forms for Adults

<b>DOH Form to use During Outreach</b>	<b>Reason for form/when to complete</b>
DOH 5236 Notice of Determination for Denial of Enrollment	The Notice of Determination for Denial of Enrollment form is to be used for individuals who are not yet members that were referred to you, that do not meet the Health Home eligibility requirements.
DOH 5059 Health Homes Opt-Out Form	This form is used by the Health Home care manager during outreach activities to document that the consentor (the child and/or their parent, guardian, or legally authorized representative) has been approached about enrolling in Health Home care management services, but declined to enroll in the Health Home program. The Health Homes Opt-Out Form (DOH 5059) is not used to withdraw consent. If the individual has signed a consent for Health Home enrollment (DOH-5055 or DOH-5200), then the appropriate form to withdraw consent (DOH-5202 or DOH-5058) must be used. The Health Homes Opt-Out Form (DOH 5059) is used only for individuals who choose not to enroll in the Health Home program and therefore would not have signed consent.
<b>DOH Form to use During Enrollment</b>	<b>Reason for form/when to complete</b>
DOH 5234 Notice of Determination for Enrollment	This form is to be completed and sent to the member in order to alert them of their enrollment into Health Home care management services. It is important to then upload this form into the member's record. It should not come as a surprise to a member that they have these services, and you as a care manager. By sending this form to the member you are showing that they are an active participant in the care they receive.
DOH 5055 Health Home Patient Information Sharing Consent	This form provides consent for enrollment in a Health Home and for the purpose of sharing health information for individuals who are 18 years of age or older or are under the age of 18 AND a parent, pregnant, or married. These members are legally able to consent for their own enrollment into a Health Home and consent to share their information.
<b>DOH Form to use to Disenroll</b>	<b>Reason for form/when to complete</b>
DOH 5058 Patient Information Sharing Withdrawal of Consent	The Health Home Patient Information Sharing Withdrawal of Consent (DOH 5058) rescinds the consent to enroll and the consent to release health information for children and adolescents that are over the age of 18 and children/adolescents under the age of 18 and who are parents, pregnant, or married. The Health Home Patient Information Sharing Withdrawal of Consent (DOH 5058) should be used for members who signed the Health Home Patient Information Sharing Consent (DOH 5055). These individuals can withdraw from the Health Home program at any time by using this form.
DOH 5235 Notice of Determination for Disenrollment	In the case of an unplanned discharge where you cannot meet with the client to sign the 5058, the care manager can sign this Notice of Determination for Disenrollment and send it to the last known address of the member. You will then upload a copy of this signed form into your member's record and create a note stating that you were unable to have a face-to-face meeting with the member for whatever reason.