
PAR Processing Under Amended Part 551

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Today's Agenda

- Overview of Changes
- Categories and Project Types
- Administrative Action Process (MHPD)
- EZ PAR Process
- Comprehensive PAR Process
- Application Availability



Contact Us At:

If you have comments or questions about the PAR presentation you can [e-mail OMH](#).



New PAR Process – So what's new?



- Administrative PAR is being replaced by **Administrative Actions**. Projects now falling under **Administrative Actions** will only require electronic notification through MHPD.
- The **Limited PAR** is being replaced by **EZ PAR**. EZ PAR applications submitted by existing providers require significantly less information.
- The **Full PAR** is being replaced by **Comprehensive PAR**. The Comprehensive PAR application has been streamlined to remove duplication and unnecessary information.

So What's New? (Con't)

- Applicant will be required to submit a **Letter of Intent** to OMH and the primary county 90 to 30 days prior to the submission of an EZ PAR or a Comprehensive PAR application.
 - Counties will take the lead when an agency proposes a project in their county. Consultation with the county is required for EZ PAR and Comprehensive PAR.
 - A **Letter of Support** from the county is required to be part of the EZ PAR submission.
 - **Community residences** established by not-for-profit corporations that are selected under OMH's RFP process will no longer be required to submit a PAR application. Compliance with applicable Parts of the Regulations (e.g. 594, 595) is required prior to issuance of an operating certificate.
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So What's New? (con't)



- Administrative Actions will have a turn-around time of 15 days.
- EZ PAR Project decisions will be made within 30 business days after a complete application has been submitted.
- Comprehensive PAR Project decisions will be made within 90 business days after a complete application has been submitted.

Administrative Action

(Notification through MHPD required)

- Relocate outpatient program or satellite to new location within county
 - Relocate a portion of an existing outpatient program in county (no expansion)
 - Clinic program expansions or reductions of between 10% and 25% in program caseload or capacity
 - Outpatient program (not including clinic) expansions or reductions up to 10% in program caseload or capacity
 - Close outpatient satellite
 - Consolidate programs (no major program reduction)
 - Change satellite program to full program
 - Minor change in population served, services provided, or days and hours of operation
 - Capital project under \$250,000
 - Transfer of 10% or less of stock for programs operated under a for-profit corporation or a limited liability company
 - Certificate of Incorporation
 - Amendment to Certificate of Incorporation
 - Management contracts
 - Clinical service contracts
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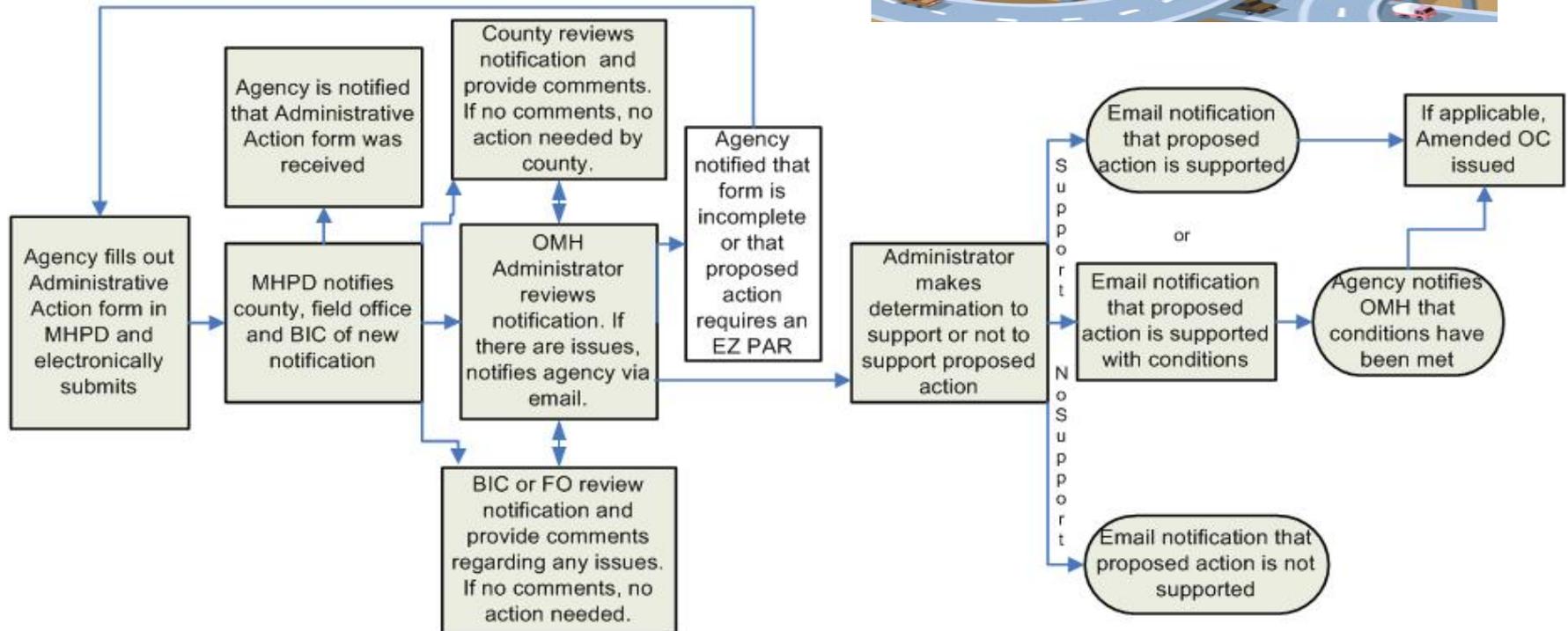
EZ PAR

- Establish new outpatient program by existing provider
- Establish new outpatient satellite
- Capital projects above \$250,000 and under \$600,000.
- Expand or reduce existing outpatient program (excluding clinic) by more than 10%
- Expand or reduce existing clinic program by more than 25%
- Relocate outpatient program or satellite to new location outside of current county
- Expand or reduce existing licensed inpatient beds from 5% up to 15% or by a maximum of 10 beds, whichever is less
- Close outpatient program
- Change of sponsor of a licensed program (existing providers)
- Expand or reduce number of beds in a licensed community residence
- Close community residence
- Establish CR program by a for-profit corporation who is an existing provider
- Substantial change in population served, services provided or program type
- Relocation of licensed community residence
- 9:39 waiver request
- Transfer of stock of greater than 10% for programs operated under a for-profit corporation

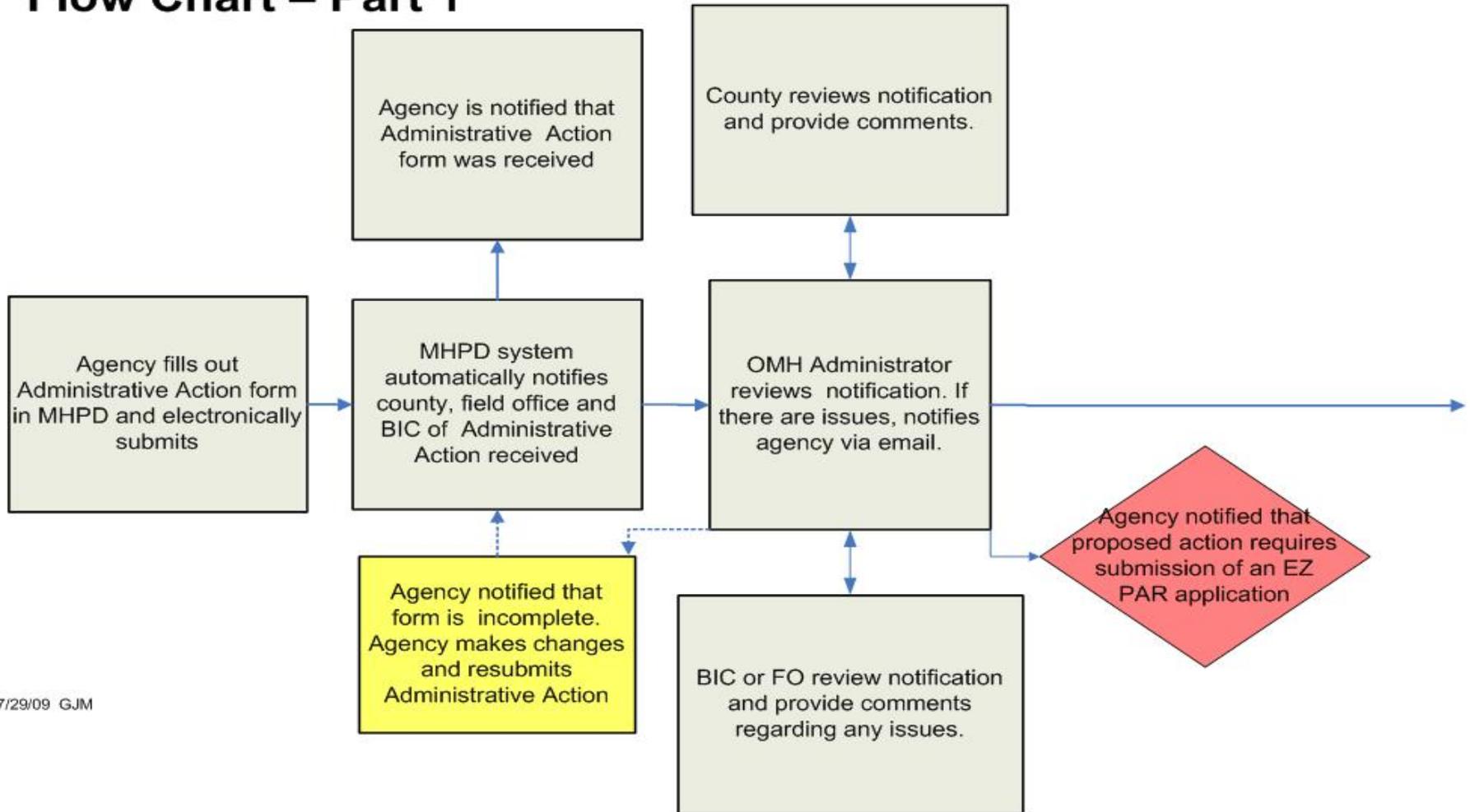
Comprehensive PAR

- Establish new outpatient program by new provider
- Establish new inpatient program (existing or new provider)
- Close inpatient program
- Expand or reduce inpatient program by greater than 15% or by more than 10 beds, whichever is less
- Change of sponsor of a licensed program (new provider)
- Inpatient capital projects that relate to a Comprehensive PAR or exceed \$600,000
- Outpatient capital projects in excess of \$600,000

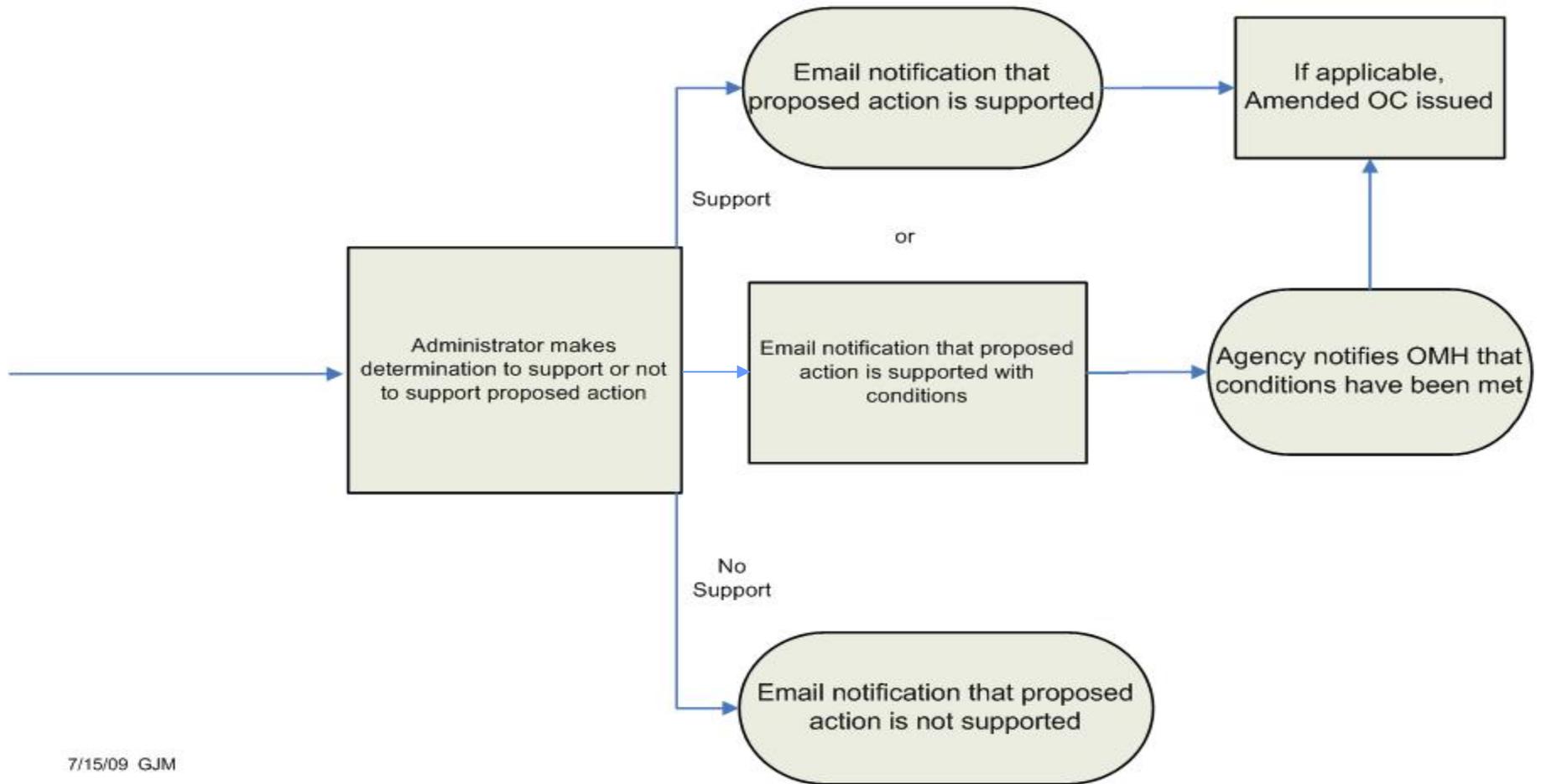
Administrative Action Flow Chart



Administrative Action Flow Chart – Part 1

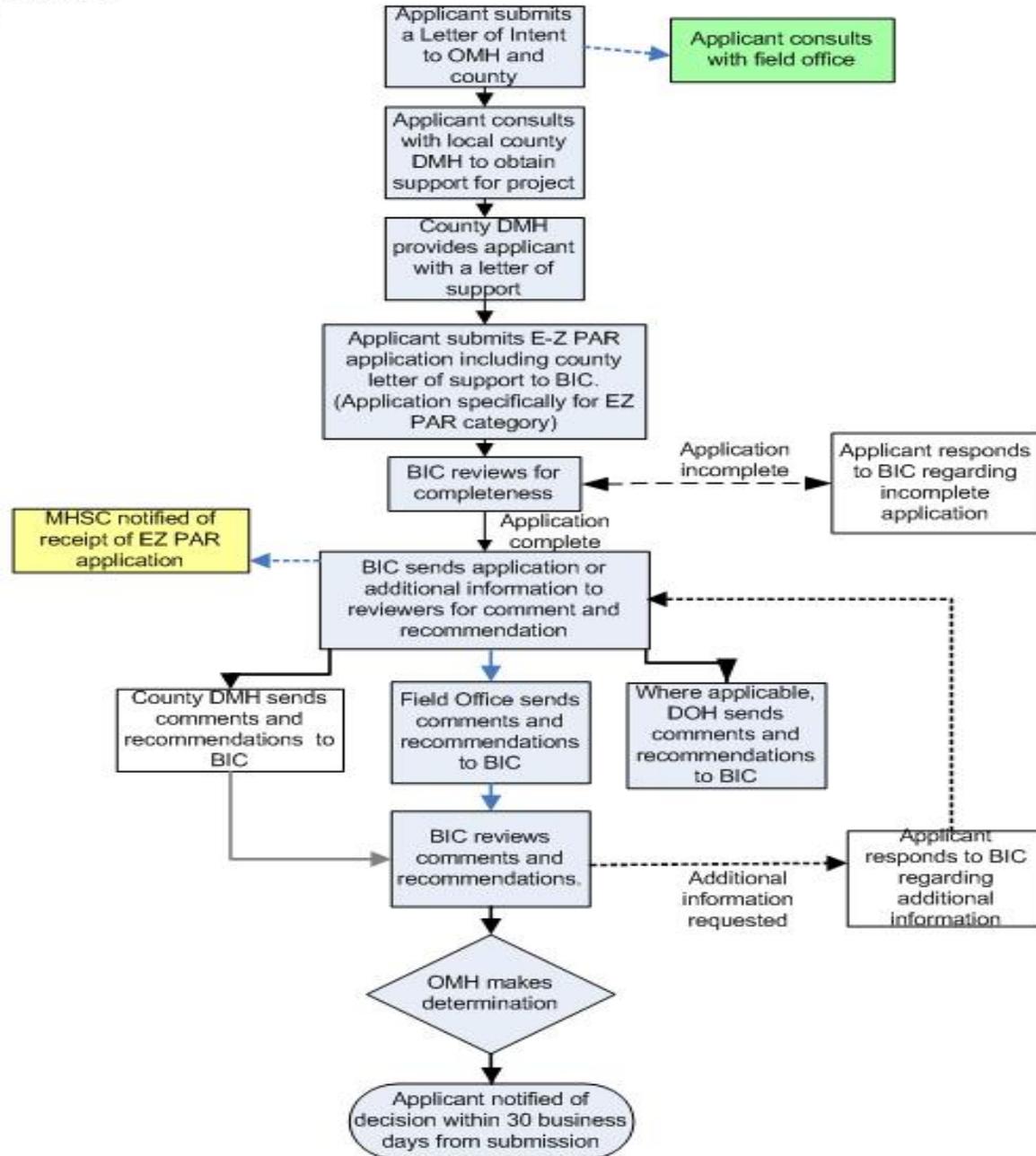


Administrative Action Flow Chart - Part 2



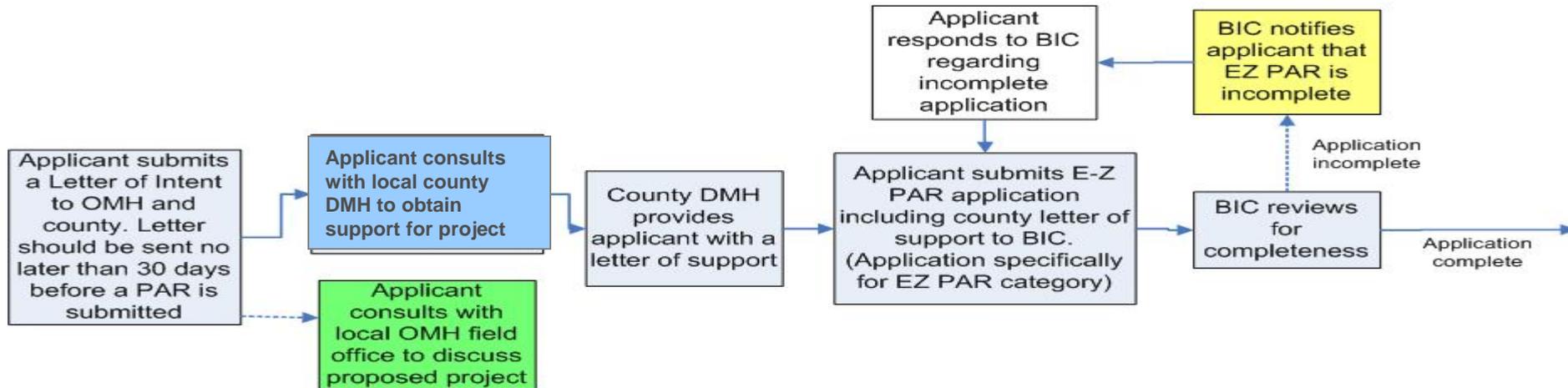
EZ PAR Review Process

Replaces Limited Review



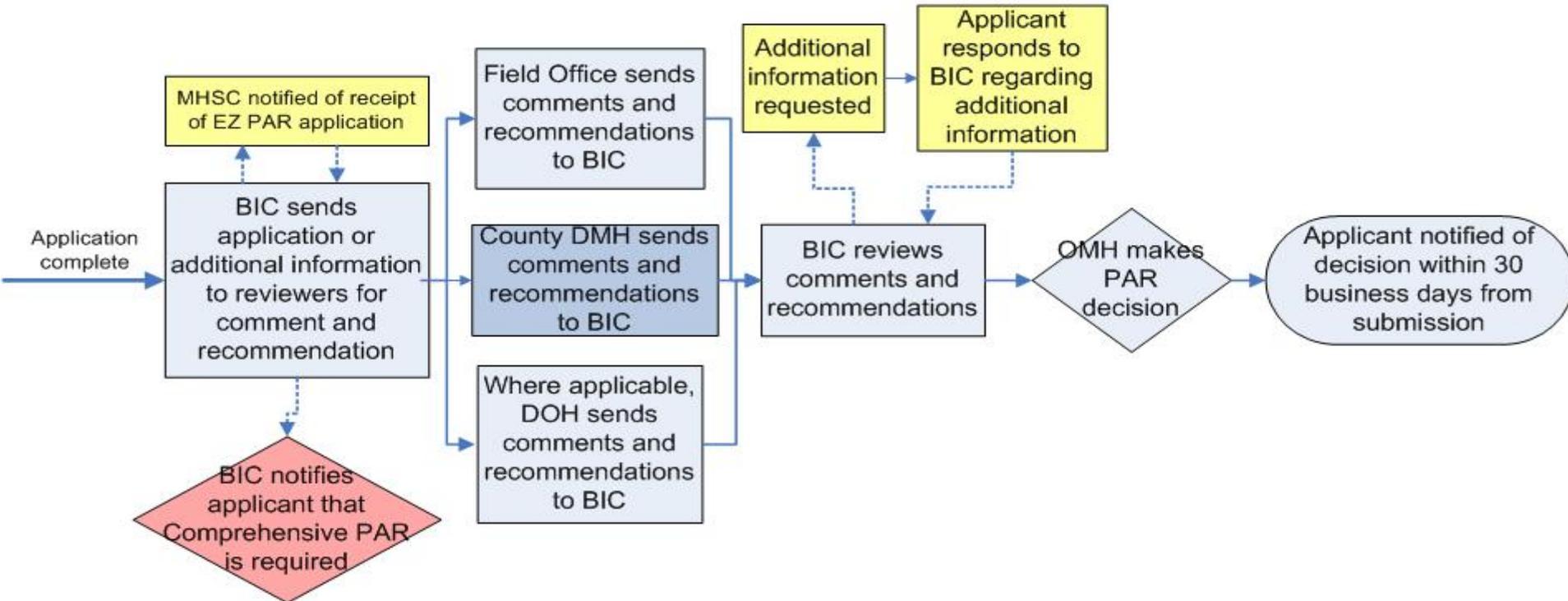
EZ PAR Review Process

Details Page 1

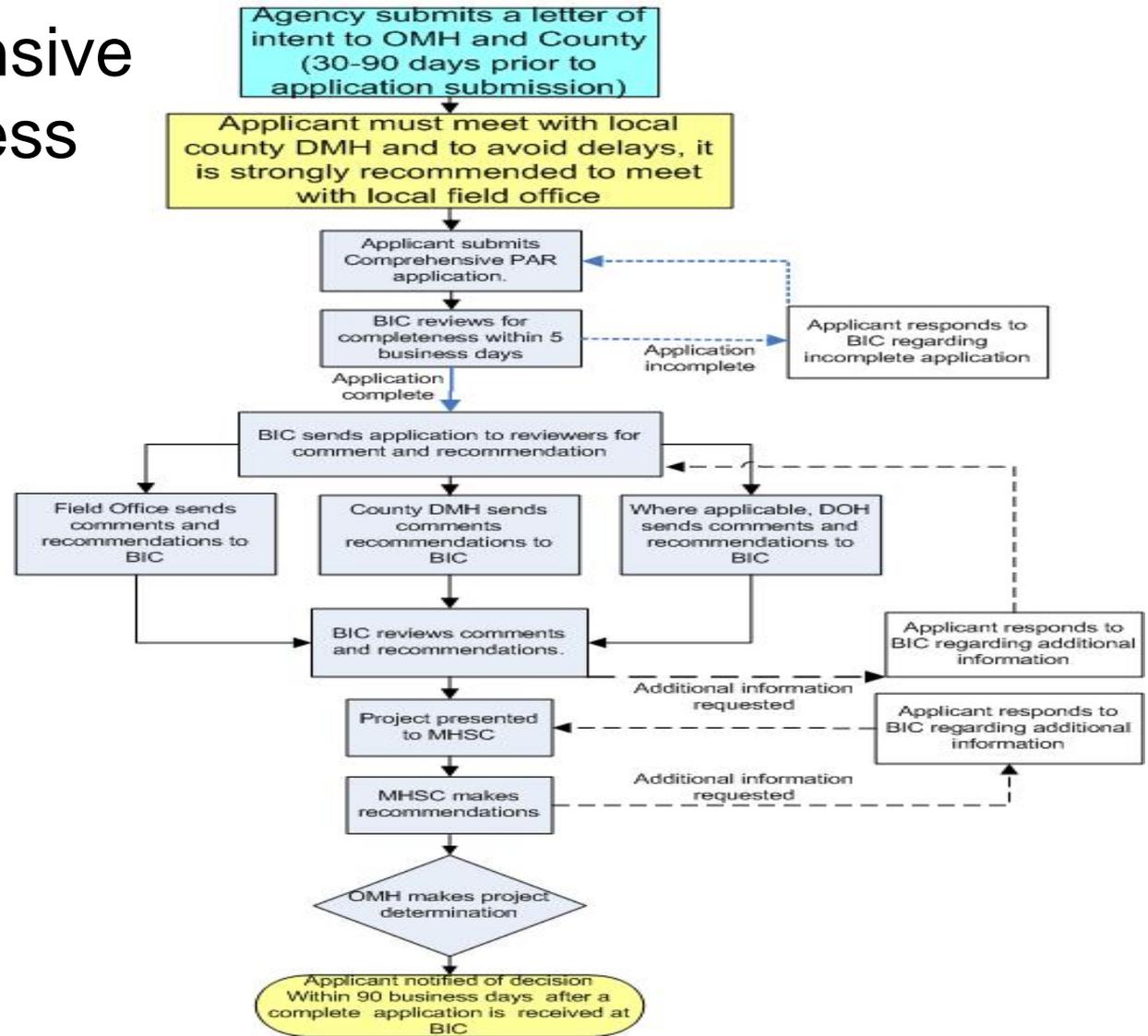


EZ PAR Review Process

Details Page 2



Comprehensive PAR Process



Where can I obtain the new PAR Applications?



- **Administrative Action** – No application required. Notification submitted through MHPD. You must have a user ID and a password to enter the restricted section of MHPD.
- **EZ PAR and Comprehensive PAR** – OMH’s website on the HOME PAGE under “Highlights” select “PAR Application”. Look for EZ PAR and Comprehensive PAR Applications.
The direct link to the PAR applications page is:
<http://www.omh.state.ny.us/omhweb/PAR/Parappl.htm>
- **PROS PAR** applications should continue to be used for new programs. The direct link to the PROS application page is:
<http://www.omh.state.ny.us/omhweb/PAR/Parappl.htm>