

Office of Administrative Hearings (OAH)	Transmittal Number: 99-13
Procedures Transmittal	Date: April 16, 1999
	Page: 1 of 1 (with 1-page attach.)
Distribution:	
ALB OAH Staff [x]    UPS ALJs/ [x]    Upstate LDSS [x] SUP ALJs [x]	Subject: Changes to the Outcome Reason Codes and the Decision Issuance Screen (PFHISS)
NYC OAH Staff [x]    NYC ALJs/ [x]    NYC Agencies [x] SUP ALJs [x]	

Attached for your reference is a revised copy of the Outcome Reason Codes which now contain an additional category of codes (Correct When Made) and a new Affirmance Code, as follows:

AFFIRMANCE CODES:

10 - Agency Action Affirmed

CORRECT WHEN MADE:

50 - Agency Action Was Correct When Taken

Also, the Fair Hearing Information System (FHIS) now has the capability to automatically convert an outcome reason code entered on the Decision Issuance Screen (PFHISS, selection 07) to the proper outcome. Therefore, appropriate staff will enter the numerical outcome reason code but not the alphabetical outcome (R, A, W, C, O) when issuing most fair hearing decisions. Since Administrative Disqualification Hearings (ADH) and Special Hearings do not use outcome reason codes, the alphabetical outcome will continue to be entered.

Upon entering information on the FH-019, Fair Hearing Data Sheet, Administrative Law Judges should enter the numeral "10" in the Reason Code column in lieu of the letter "A" in the Outcome Code column. All other numerical Outcome Reason Codes can now be entered in the Reason Code column with no need to utilize the alphabetical outcomes (R, W, C, O) in the Outcome Code column. Eventually, the Outcome Code column will be eliminated once the programming for the revised FH-019 forms is complete.

If you have any questions regarding the information in this transmittal, please contact your supervisor or Lisa Hauth at (518) 474-2453 or via e-mail 89a110.

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Mark Lacivita, Director of Administration  
Office of Administrative Hearings

Attachment

## OUTCOME REASON CODES

### REVERSAL CODES (01-07)

- 01 - AGENCY NOTICE DEFECTIVE
- 02 - AGENCY VERIFICATION AND/OR ELIGIBILITY DETERMINATION PROCEDURE DEFECTIVE
- 03 - AGENCY HEARING PRESENTATION DEFICIENT (SUFFICIENT DOCUMENTS, TESTIMONY ETC., BUT ALL OR PART OF THE CASE RECORD WAS PRESENT)
- 04 - AGENCY EITHER MISAPPLIED LAW, REGULATION OR POLICY OR THERE WAS NO AUTHORITY FOR THEIR ACTION
- 05 - AGENCY FAILED TO PRODUCE APPELLANT'S CASE RECORD
- 06 - FACTUAL ISSUES FOUND IN FAVOR OF APPELLANT
- 07 - AGENCY FAILED TO SEND REQUESTED DOCUMENTS TO APPELLANT

### AFFIRMANCE CODES (10-19)

- 10 - AGENCY ACTION AFFIRMED

### REMAND CODES (41-47)

- 41 - AGENCY NOTICE DEFECTIVE
- 42 - AGENCY VERIFICATION AND/OR ELIGIBILITY DETERMINATION PROCEDURE DEFECTIVE
- 43 - AGENCY HEARING PRESENTATION DEFICIENT (INSUFFICIENT DOCUMENTS, TESTIMONY ETC., BUT ALL OR PART OF THE CASE RECORD WAS PRESENT)
- 44 - AGENCY EITHER MISAPPLIED LAW, REGULATION OR POLICY OR THERE WAS NO AUTHORITY FOR THEIR ACTION
- 45 - AGENCY FAILED TO PRODUCE APPELLANT'S CASE RECORD
- 46 - FACTUAL ISSUES FOUND IN FAVOR OF APPELLANT
- 47 - AGENCY FAILED TO SEND REQUESTED DOCUMENTS TO APPELLANT

### WITHDRAWAL CODES (20-29)

- 20 - AGENCY IS NOT PREPARED TO PROCESS AND/OR DOES NOT HAVE APPELLANT'S CASE RECORD
- 21 - AGENCY RE-EVALUATED ITS POSITION AND/OR SETTLED THE ISSUE WITH THE APPELLANT (INCLUDING CASES SETTLED AT MEDIATION)
- 22 - APPELLANT SUBMITTED VERIFICATION/DOCUMENTATION FOLLOWING AGENCY DETERMINATION BUT BEFORE OR AT FAIR HEARING, ACCEPTED BY AGENCY
- 23 - AGENCY FAILURE TO SEND REQUESTED DOCUMENTS TO APPELLANT
- 24 - AGENCY RESOLVED ISSUES TO CLIENT SATISFACTION. NO HEARING HELD

### OTHER (30-39)

- 30 - APPELLANT HAS NO STANDING TO REQUEST A HEARING
- 31 - COMMISSIONER HAS NO JURISDICTION TO HEAR ISSUE (EITHER SUBJECT MATTER OR 60 DAY STATUTE OF LIMITATIONS)
- 32 - COMMISSIONER HAS NO AUTHORITY TO GRANT RELIEF REQUESTED (PAYMENT ON CLOSED CASE, DETERMINATION OF VALIDITY OF AGENCY LIEN, ETC.)
- 33 - IMPROPER REQUEST BY APPELLANT FOR FAIR HEARING (REQUEST FOR HEARING PREMATURE-NO AGENCY ACTION YET TAKEN, PREVIOUS HEARING DECISION ON SAME ISSUE, NO CHANGE IN CIRCUMSTANCES)
- 34 - CLIENT WITHDREW ON ISSUE AT HEARING

### CORRECT WHEN MADE (50-59)

- 50 - AGENCY ACTION WAS CORRECT WHEN TAKEN