

CDPAP News **Volume 1**



Southern Tier Independence Center (STIC)
Partnered with Public Partnerships LLC. (PPL)



Consumer Directed Personal Assistance Program (CDPAP)

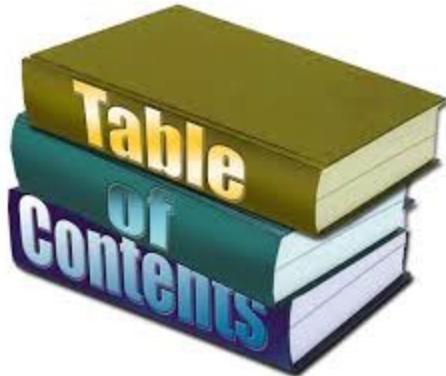
Welcome to our first newsletter for CDPAP consumers!

STIC has developed this newsletter to help keep consumers informed of the most up-to-date information on CDPAP.



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Happy Holidays to All!

Holiday Hours

STIC's offices will be closed:



November 27th & 28th 2025, for Thanksgiving

December 24, 2025 - January 2, 2026, for the holidays



Some CDPAP Staff will be checking on voicemails and emails sporadically during the holiday closure. If you need immediate assistance, please reach out to PPL during this time.



Personal Assistant (PA) Health Assessments

A completed PA Health Assessment must include the following:



- TB Test
- Physical
- Proof of 2 MMR Vaccines or a positive Rubella and Rubeola Titer (blood draw)
- TBRA (TB Risk Assessment)
- Drug Attestation

Mobile Health has pre-scheduled PAs (who transitioned from a previous FI to PPL) for their required Health Assessment. This was done to help ensure they remain eligible to work, as the Department of Health required all assessments to be scheduled by October 1, 2025.

If your PA has not yet completed or scheduled their Health Assessment, they must contact Mobile Health as soon as possible at 646-680-0450 or ppl@mobilehealth.com.

If your PA chooses to complete the assessment through their own physician, they will need to download the Mobile Health Form and Drug Attestation from the Mobile Health website:

<https://www.mobilehealth.com/ny-cdpap-ppl-medical-screenings/>

Alternatively, they may contact STIC's CDPAP Department to request the forms. The physician must complete, sign, and stamp the Mobile Health Form once finished. Completed forms can be:

- Emailed: ppl@mobilehealth.com
- Faxed: 646-625-3030



*****Be sure to include the PA's PPL ID on each page.**

Forms may also be brought to STIC, and we will email or fax them to Mobile Health on your PA's behalf.

Please note: If you hire a new PA, once they complete their registration, they then must complete their Health assessment before they can begin working.

PA Health Assessment – Going Forward

Personal Assistant's Health Assessments are required to be updated annually.

As your facilitator, STIC's CDPAP Department will continue to:



- Track each PA's annual due date.
- Send notifications when the annual Health Assessment is coming due.
- Assist you and your PA(s) in ensuring the assessment is completed on time.

Annual Health Assessments can be completed with Mobile Health or at a PA's own physician (using a Mobile Health form). You can find all information for your PA's initial and annual Health Assessment on Mobile Health's website at <https://www.mobilehealth.com/ny-cdpap-ppl-medical-screenings/>

TRAINING

PPL PA Trainings

TRAINING

PPL has training listed in the PA's PPL@home portal under the summary tab. These trainings must be taken online and must be completed by 12/31/2025 or the PA will not be able to work.

If a PA cannot take them online, they can contact PPL at 833-247-5346 or nycdap@pplfirst.com to enquire on other options they may have.

STIC has a computer room with 2 computers that can be used to do your trainings at our Binghamton office (135 East Frederick St., Binghamton, NY 13904). If you can come into our office to do your trainings, you MUST contact a CDPAP staff member to schedule this. Please note, we have been told that trainings can take up to 5 hours plus. So, you can schedule a 5-hour day or schedule for more than one day, whatever is needed. Please note that due to the length of trainings and amount of PA's, space and slots are limited.

EVV training must be completed first, no other trainings will be available to complete until this one has been done



PA Training – Going Forward

PA training is required annually.

The STIC CDPAP Department will continue to monitor training availability in the PA's portal each year. Once 2026 trainings become available, STIC will notify PAs to complete their annual requirements.



Have you hired a new PA?

STIC is here to help! We can assist your new PA with:



- getting connected to you in PPL@home
- guide them through their registration forms, Health Assessment, E-Verify, required training, and more.

STIC can also help them understand how to navigate PPL@home and answer any questions along the way!

Need to hire a new PA or have a PA wanting to get more hours with another consumer?



Need to hire a new PA? STIC can post an ad for you on NY State Dept. Of Labor's website!

Have a PA interested in picking up more hours? They can be added to a list to be sent out to consumers looking to hire!



Call STIC at 607-724-2111 to speak to JL Bonner, CDPAP Facilitation Support Specialist, ext. 305 or email cdpa@stic-cil.org.

Have you had a Facility Stay or are you going out of the country?

STIC is here to assist with informing PPL of any facility stay (hospital, rehab, respite etc.), as well as if you are going out of the country. We would need:

- admission and discharge date (for facility stay)
- date of departure and date of return (for out of the country)

We can enter this information into PPL@home on your behalf and let PPL HR know so you don't have to! Just give us a call or email and we will take it from there!



Coming Soon!

CDPAP is working on a Welcome Packet full of information for CDPAP, PPL, and STIC! We hope to have this out to you very soon!

STIC as your Facilitator

In case you didn't know, STIC as your Facilitator for CDPAP can assist you and your PA in multiple ways:

- Connect your newly hired by you PA to you in PPL@home
- Assist your newly hired PA with registration
- Assist you with your registration
- Assist with updating PPL@home with phone, address, email and other changes
- Answer questions and concerns regarding your services
- Assist with providing, faxing, emailing required and/or needed documentation
- We monitor your PPL account and reach out if we see an authorization will be needed soon
- We work with your PA in regard to EVV, medical and training information
- STIC also has many other services that may be of assistance to you. You can find more information on our website at www.stic-cil.org and in our soon to be coming Welcome Packet.



Contacts

STIC:

- Phone: 607-724-2111 ♦ Fax: 607-772-3601 ♦ cdpa@stic-cil.org

STIC's Current CDPAP Staff:

- Sue Hoyt – Director, ext. 310
- Jillian Kaufman – Lead Facilitator, ext. 321
- Cynthia Grant – Facilitator, ext. 342
- Taylor Plonski – Facilitator, ext. 392
- J.L. Bonner – Facilitation Support Specialist, ext. 305

PPL:

- Phone: 833-247-5346
- Email: nycdpap@pplfirst.com
- HR: 833-746-8283
- Website: <https://pplfirst.com/>
- Resources page: <https://pplfirst.com/cdpap-resources/>



Mobile Health:

- Phone: 646-680-0450
- Email at ppl@mobilehealth.com
- Website: <https://www.mobilehealth.com/ny-cdpap-ppl-medical-screenings/>

