



NH IDR Request

Authority [RCW 18.51.060](#), [WAC 388-97-4420](#), and [42 CFR 488.331](#).

For further information about the IDR process, click [here](#).

FACILITY NAME		CCN NUMBER	
ADMINISTRATOR'S NAME		PHONE NUMBER (AND AREA CODE)	
ALTERNATE PHONE NUMBER (AND AREA CODE)	ADMINISTRATOR'S EMAIL ADDRESS		
MAILING ADDRESS	CITY	STATE	ZIP CODE
		WA	

Submission

Submit this form within **10 calendar days** of the posted date of your official Statement of Deficiencies (SOD) or Enforcement Letter from ePOC to the email address listed above. **You must submit a separate request form for each citation or enforcement action you are disputing. Note: Your IDR request could be denied if the request form is incomplete or inaccurate.** Refer to your SOD cover letter for more details. If you have any questions, contact the IDR Program by telephone at (360) 725-3233 or via email at RCSIDR@dshs.wa.gov.

Traditional IDR

A Traditional IDR is **required** if disputing **four or more** citations or enforcement actions; however, it is optional for three or fewer citations. An IDR Program Manager (PM) conducts the IDR during a 1:1 meeting. The disputing facility representative gets two hours to present relevant information to the IDR PM. The IDR program requests that any supporting documentation be submitted at least one week prior to the scheduled IDR date.

Panel IDR

A Panel IDR is only conducted if you are disputing three or few citations or enforcement actions. A panel consisting of one provider, one consumer advocate, and one department staff virtually conducts and reviews the IDR. An IDR PM chairs the Panel IDR. The facility representative and department staff who initiated the citation or enforcement make brief presentations. The panel provides a recommendation to the IDR PM who makes the final decision. You must submit supporting documentation within **20 calendar days** of receiving the official SOD. Documentation received after the deadline is considered untimely and **will not** be reviewed by the panel.

IDR Review (check one): Traditional IDR Review Panel IDR Review

IDR Type (check one): Video Conference Telephone Desk Review

Dispute:

STATEMENT OF DEFICIENCIES (SOD) DATE	F-TAG / WAC BEING DISPUTED
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Concisely indicate why you are disputing the citation. Provide only relevant documentation to the dispute.