



State of Utah
Department of Workforce Services & Department of Health
FAIR HEARING REQUEST

You have the right to a hearing before an Administrative Law Judge to appeal an eligibility decision that denies, reduces, or ends your public assistance. The Administrative Law Judge cannot change eligibility rules or policy, but decides if your eligibility was correctly determined.

NOTE: Speaking with your assigned eligibility team or supervisor MAY help resolve any questions or disagreement with the action taken - you can reach them by calling 1-866-435-7414.

WAYS TO SUBMIT A FAIR HEARING REQUEST:

- 1) Call 1-877-837-3247 (toll free)
- 2) Fill out this form and fax it to: 877-824-6534 (toll free)
- 3) Fill out this form and mail it to: Department of Workforce Services – Fair Hearings
PO Box 143245
Salt Lake City, UT 84114-3245

COMPLETE THIS FORM ONLY IF YOU WANT TO REQUEST A FAIR HEARING

Name: _____

Mailing Address: _____

Contact Phone #: _____ Social Security #: _____ Case #: _____

Please specify which program(s) you are filing a hearing for:

- FOOD STAMPS**
 FINANCIAL
 CHILD CARE
 MEDICAL
 OTHER (please specify) _____

I am asking for a fair hearing because: _____

I will be represented by : Name: _____ Phone #: _____

Mailing Address: _____

CONTINUATION OF YOUR ASSISTANCE DURING THE APPEAL PROCESS: (Section 125-3 #2)

- Assistance **will not** be continued for a review closure or application denial for any assistance program.
- Assistance **will not** be continued for any reduction or termination of Financial or Child Care assistance.
- For Food Stamps, Refugee, and Medical Assistance the assistance you were receiving before the decision **may be continued** during the appeal process **if the request for a fair hearing is made within 10 days for Food Stamps and/or Refugee Assistance and within 15 days for Medical Assistance from the date of the notice that stated the change.**
- If the fair hearing decision supports the Department's action, **you will have to pay back any continued assistance.** For medical assistance this will include the premium payments to the HMO, if applicable, and premium payments to the mental health provider, even if you did not directly receive medical or mental health services. Any other medical services received on a fee-for-service basis will also be subject to recovery.
- If you **DO NOT** wish to continue to receive your current level of assistance pending the appeal decision, please check the box below:

BY CHECKING THIS BOX, I UNDERSTAND THAT UNTIL AN APPEAL DECISION IS MADE THE REDUCTION OR ENDING OF FOOD STAMPS, REFUGEE, AND/OR MEDICAL ASSISTANCE WILL REMAIN IN PLACE. (If the box is not checked, the current level of Food Stamp, Refugee, and/or Medical assistance may continue if otherwise eligible. You will be required to repay any assistance received if the appeal decision affirms the Department's decision.)

DEADLINE FOR FAIR HEARING REQUEST AND LEGAL ASSISTANCE: (Section 125-1)

- **Deadline:** A fair hearing will not be granted unless you **request it within 90 days of the date of the notice** with which you disagree; or within the review period for Food Stamps.
- **Legal assistance or other help:** You have the right to bring an attorney or any other person to represent you at the fair hearing. You may be eligible for free legal assistance from Utah Legal Services: 801-328-8891; or toll free at 800-662-4245. You may also receive a referral for legal advice from the Utah Lawyer Referral Service at (801) 531-9075. The Department of Workforce Services cannot assist you with finding or providing an attorney. If you have an attorney, the Department is not responsible for and will not pay the attorney fees. For more information on the fair hearing process go to: jobs.utah.gov/appeals/guidepats.html

Equal Opportunity Employer Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling (801) 526-9240. Individuals with speech or hearing impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.