

SHIN-NY Deadline for LHCSAs: Oct 15

The HCP ADVOCATE 10.7.2025

As previously reported by HCP, the regulatory team at the Department of Health's (DOH/the Department) Office of Aging and Long-term Care (OALTC) has confirmed that Licensed Home Care Services Agencies (LHCSA) must [choose a Qualified Entity \(QE\)](#) and complete a [SHIN-NY Common Participation Agreement \(SCPA\)](#).

The Department has set a deadline of October 15, 2025, for agencies to comply with this requirement. LHCSAs who are not signed up with a QE by this new deadline must complete a simple [Plan of Correction form](#) provided by the state.

If your organization previously signed a Participation Agreement with one of the [six Qualified Entities](#), you must still sign a new SCPA. [Qualified Entities are also commonly referred to as Health Information Networks (HIN) or Regional Health Information Organizations (RHIO).]

Next Steps

Note that signing up with the SHIN-NY does not require having an electronic health record (EHR). The information sharing managed by the HIN can be accessed via an online app.

For LHCSAs and other providers that are not yet connected, the path forward begins with choosing a primary [Qualified Entity \(QE\)](#) as the health information network (HIN) to support your agency. Note that you may choose additional QEs as well but may incur fees for those. [The FAQs](#) are a good place to begin. After choosing your QE, [complete this contact form](#) to be routed to your chosen QE who will guide you through the SCPA completion process.

After your agency signs the SCPA, the New York eHealth Collaborative (NYeC) will get you connected to your chosen HIN. The HIN will walk you through the onboarding process, which DOH states can take several months, depending on the backlog of new enrollees. The HIN will also provide training to enable you to maximize your connectivity and take full advantage of all the system's features.

More Information

Although HCP sought clarification earlier this year, the SCPA requirement had not been formally communicated to LHCSAs by OALTC, the regulatory body usually responsible for communicating such guidance. HCP is attempting to promptly schedule a webinar with SHIN-NY experts from DOH who can explain the process, connectivity, and benefits of this required partnership.

Per the Department, there will be a Dear Administrator Letter (DAL) released about the topic. The guidance may not come before the October 15 deadline, however, so we urge you to check this task off your list today.

Email [your Public Policy team](#) or [Alexandra Fitz at NYeC](#) if you need information about the SHIN-NY or SCPA before the DAL is issued, then get started on [executing the SCPA](#).