

Getting Started

Helpful Information for Filing a Claim

Please carefully review all documents for more information:

Informational Resources

1. Administrator’s General Summary of YDC Settlement Fund Claims Process
2. YDC Administrator’s Frequently Asked Questions
3. Resources for Emotional Support
4. Attorney General Office's Contact Information
5. Attorneys Volunteering to Consult with Claimants Regarding Claims Process
6. How to Access YDC Resident Facility Files

Legal Documents for Participating in the Claims Process

7. Claims Process for Administration of the YDC Settlement Fund
8. Guidelines for Valuing Claims for Settlement Purposes
9. YDC Settlement Fund statute (NH RSA 21 M:11-a) and legislative amendment*

Documents to use when filing a Claim

10. Claim Packet
 - Claim form
 - Claim Worksheet form
 - Notice of Filing of Claim and Partial Stay form (if applicable)
 - Submission checklist

There are legal requirements when filing a claim, including eligibility for recovery under the Settlement Fund. For example, pages 4 and 19 of the *Claims Process for Administration of the YDC Settlement Fund* (Document #7) include eligibility components and a list of qualifying facilities.

*The legislature has amended the statute governing the YDC Settlement Fund, effective July 1, 2023. The amendment changed the term “investigator” to “fact facilitator.” The amendment also changed when a full waiver of rights is required, in relation to resolution proceedings with the Administrator, to receive recovery under the settlement fund. (Document #9)

If you decide to file a claim, you are encouraged to provide as much information as possible to support your claim and assist in the review. There may be documents and records you think may be helpful in filling out your claim the best you can, such as your YDC resident files or medical records. For example, pages 5-6 of the *Claims Process for Administration of the YDC Settlement Fund* (Document #7) provides a list of documents and information that individuals are encouraged to provide with their claim.

If you would like to obtain a copy of your resident file, please refer to the *How to Access YDC Resident Files* (Document #6). It tells you to how to request ***your files*** from the NH Department of Health and Human Services.

The Claim Form must be submitted under oath, which requires you to sign and notarize the *Claim Packet*. Please see the Oath and Acknowledgement section of page 24 of the *Claim Packet* for additional information (Document #10).

If you have questions, please contact YDC Claims Administration staff:

Email: claims@ydcclaims.nh.gov

Phone: 603-415-2136 (or toll free at 833-423-2136).

Hours: Mondays from 12:00pm-2:00pm;

Tuesdays from 9:00am-11:00am;

Wednesdays from 11:00am-1:00pm; or

By Appointment