



September 23, 2024

New York City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Dear Conflicts of Interest Board:

In accordance with Conflicts of Interest Board Rule section 1-07(d)(1) I write to inform you that Jacqueline Wilkens is being retained as a consultant for New York City Health + Hospitals (H+H) to temporarily work on particular matters which she was personally and substantially involved. Ms. Wilkens separated from H+H on December 27, 2023, and previously served as the Assistant Director of Affiliations within H+H's Office of Medical and Professional Affairs.

The consultancy arrangement has been made for the purpose of supporting the Office of Professional Services & Affiliations and their ability to maintain the Affiliate Budget Management System (ABMS) for affiliate budgeting/forecasting and making decisions regarding provider compensation. Ms. Wilkens' expertise is needed at H+H's Office of Medical and Professional Affairs for the continued operations of ABMS and for her to assist in training new members in their use of ABMS. Under the consulting agreement Ms. Wilkens will be compensated at a rate comparable to her prior compensation at H+H. The proposed time period for this consultancy is for 12 months beginning in October 2024.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mitchell Katz", written over a horizontal line.

Dr. Mitchell Katz  
President & CEO  
NYC Health + Hospitals



Wilbur Yen  
Assistant Vice President  
NYC Health + Hospitals  
50 Water Street 3rd Floor  
New York, NY 10004  
Tel: 646-694-7026  
[wilbur.yen@nychhc.org](mailto:wilbur.yen@nychhc.org)

September 20, 2024

New York City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Re: Consulting arrangement with Jacqueline Wilkens

Honorable Members of the Board:

In accordance with Conflicts of Interest Board Rule section 1-07(d)(1) I am writing to request that Jacqueline Wilkens be retained as a consultant for NYC Health + Hospitals by NYC Health + Hospitals to temporarily work on particular matters with which she was personally and substantially involved. Jacqueline Wilkens separated from NYC Health + Hospitals on December 27, 2023; she was until then the Assistant Director of Affiliations within NYC Health + Hospitals' Office of Medical and Professional Affairs. Ms. Wilkens worked with NYC Health + Hospitals in this role since 2009 and is one of the original architects and a subject matter expertise in using the Affiliate Budget Management System (ABMS), which is a database repository of roster and compensation information for our affiliate medical and ancillary providers.

Ms. Wilken's unique expertise and experience is needed for continued operations and oversight of ABMS in order to successfully transition our budget to the new fiscal year. Jacqueline will be reviewing staffing roster submissions for completeness, accuracy, and consistency, and resolving issues with facilities, our affiliate partners, and other internal stakeholders. Ms. Wilkens will also assist in training new members of the affiliate and Central Office teams in the use of the ABMS database and develop operational and ad hoc reports from ABMS to enhance our contract monitoring capabilities and support decision-making by senior leadership.

Ms. Wilken's consultancy will begin in October of 2024, 10 months after her separation from NYC Health + Hospitals and will continue 12 months from the effective date of the executed consultancy agreement. Under the agreement, Jacqueline will be compensated at a rate of \$70.00 per hour with an average commitment of 20 hours per week (2 days/week). Her last salary was \$98,139.

Sincerely,

A handwritten signature in black ink, appearing to read "Wilbur Yen".

Wilbur Yen, MSW/MPH  
Assistant Vice President  
Office of Professional Services and Affiliations  
Medical & Professional Affairs  
NYC Health + Hospitals



November 26, 2024

New York City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Dear Conflicts of Interest Board:

In accordance with Conflicts of Interest Board Rule section 1-07(d)(1) I write to inform you that Dahlia Philips, M.D. is being retained as a consultant for MetroPlus Health Plan Inc. (“MetroPlus”) to temporarily work on particular matters which she was personally and substantially involved. Dr. Philips separated from MetroPlus on November 14, 2024, and previously served as the Medical Director for HIV Special Needs Plans in the Partnership in Care, Medical Management Department.

The consultancy arrangement has been made for the purpose of supporting MetroPlus’ operations and allowing MetroPlus to meet required turnaround times for reviews and allow current Medical Directors time to perform their other duties. Dr. Philips is uniquely qualified to serve, as she requires no training and understands all the procedures and technology that support MetroPlus’ prior authorization processes. Under the consulting agreement Dr. Philips will be compensated at a rate comparable to her prior compensation at MetroPlus. This consultancy arrangement is expected to begin in December 2, 2024 and last until April 2025, until MetroPlus hires and trains new medical directors to take over Dr. Philips’ caseload.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mitchell Katz", written over a horizontal line.

Dr. Mitchell Katz  
President & CEO  
NYC Health + Hospitals

November 25, 2024

Mitchell Katz, M.D.  
President & CEO  
NYC Health + Hospitals  
50 Water Street FL 17  
New York, NY 10004

Re: Consulting arrangement with Dahlia Philips, M.D.

Dear Dr. Katz,

In accordance with Conflicts of Interest Board Rule section 1-07(d)(1) I am writing to request that Dahlia Philips, M.D. be retained as a consultant for MetroPlus Health Plan Inc. ("MetroPlus") to temporarily work on particular matters with which she was personally and substantially involved. Dr. Philips will perform medical necessity reviews for services that require a prior authorization as well as on appeals of initial adverse determinations (denials).

Dr. Philips separated from MetroPlus on November 14, 2024. She served as Medical Director for HIV Special Needs Plans in the Partnership in Care, Medical Management Department. In her role she oversaw all medical aspects of MetroPlus, including quality improvement, provider initiatives and other activities. She also performed medical necessity reviews 20% of her time.

Dr. Philips will provide crucial support to the Utilization Management Division, within the Medical Management department. The purpose of her consultancy is to perform utilization management reviews for our members, primarily appeals, so turnaround times can be met.

Dr. Philips is uniquely qualified to serve, and she requires no training. She understands all the procedures and technology that support MetroPlus' prior authorization processes. Allowing Dr. Philips to review appeals will allow MetroPlus to meet required turnaround times for reviews and allow current Medical Directors time to perform their other duties (rounds, committees, reconsiderations, etc.)

Dr. Philips' consultancy will begin on December 2, 2024, two weeks after her separation from MetroPlus and will continue until MetroPlus hires and trains new medical directors to take over Dr. Philips' caseload, currently anticipated to last no longer than April, 2025. Under the agreement, Dr. Philips will be compensated at \$133.00 per hour, which is comparable to her prior compensation at MetroPlus prior to her separation. Dr. Philips will work 4-6 hours a week.

Sincerely,



Dr. Talya Schwartz  
President and CEO, MetroPlus Health Plan Inc.