

(C) A HEALTH MAINTENANCE ORGANIZATION, BEFORE IT MAY ISSUE ANY CONTRACT OR CERTIFICATE TO A MEMBER OR PROVIDE ANY HEALTH CARE SERVICES TO MEMBERS, SHALL OBTAIN A CERTIFICATE OF AUTHORITY FROM THE COMMISSIONER. EACH APPLICATION TO THE COMMISSIONER SHALL BE MADE IN THE FORM REQUIRED BY THE COMMISSIONER AND SHALL INCLUDE, OR BE ACCOMPANIED BY, THE FOLLOWING INFORMATION:

(1) A COPY OF THE BASIC ORGANIZATIONAL DOCUMENT OF THE ORGANIZATION AND ANY AMENDMENTS THERETO, CERTIFIED, WHERE APPLICABLE, BY THE DEPARTMENT OF ASSESSMENTS AND TAXATION;

(2) A COPY OF THE ORGANIZATION'S CURRENT BY-LAWS (IF ANY), CERTIFIED BY THE APPROPRIATE OFFICER OF THE ORGANIZATION;

(3) A LIST OF THE NAMES, ADDRESSES, AND OFFICIAL CAPACITY WITH THE ORGANIZATION OF THE PERSONS WHO ARE TO BE RESPONSIBLE FOR THE CONDUCT OF ITS AFFAIRS, INCLUDING ALL MEMBERS OF THE GOVERNING BODY, THE OFFICERS AND DIRECTORS IN THE CASE OF A CORPORATION, AND THE PARTNERS OR ASSOCIATES IN THE CASE OF A PARTNERSHIP OR ASSOCIATION. THESE PERSONS SHALL DISCLOSE FULLY TO THE COMMISSIONER AND THE GOVERNING BODY OF THE ORGANIZATION THE EXTENT AND NATURE OF ANY CONTRACTS OR ARRANGEMENTS BETWEEN THEM AND THE ORGANIZATION, INCLUDING ANY POSSIBLE CONFLICTS OF INTEREST;

(4) A RESUME OF THE QUALIFICATIONS OF THE ADMINISTRATOR, THE MEDICAL DIRECTOR, THE ENROLLMENT DIRECTOR, AND OF OTHER PERSONS ASSOCIATED WITH THE ORGANIZATION THE COMMISSIONER AND THE DEPARTMENT OF HEALTH AND MENTAL HYGIENE REQUESTS IN ACCORDANCE WITH JOINT INTERNAL ADMINISTRATIVE RULES AND PROCEDURES;

(5) A STATEMENT GENERALLY DESCRIBING:

(I) THE ORGANIZATION;

(II) THE ORGANIZATION'S OPERATIONS;

(III) THE ORGANIZATION'S ENROLLMENT PROCESS;

(IV) THE ORGANIZATION'S QUALITY ASSURANCE MECHANISM;

(V) THE ORGANIZATION'S INTERNAL GRIEVANCE PROCEDURES;

(VI) THE METHODS THE ORGANIZATION PROPOSES TO USE TO OFFER ITS MEMBERS OR PUBLIC REPRESENTATIVES AN OPPORTUNITY TO PARTICIPATE IN MATTERS