World Trade Center Health Program
Instructions for Completing WTC-3 Package
Requesting Certification for Types of Cancer

Introduction

Title I of the James Zadroga 9/11 Health and Compensation Act of 2010 ("Act") amended the Public Health Service Act (PHS Act) to establish the World Trade Center (WTC) Health Program.

Before a WTC Health Program member can receive treatment or monitoring for a type of cancer, a physician must first determine whether the type of cancer is included in the List of WTC-Related Health Conditions (List) found at 42 CFR §88.1 and if the minimum latency requirements for that type of cancer have been met.

The physician must also determine whether the member's exposure to the September 11, 2001, terrorist attacks are substantially likely to be a significant factor in aggravating, contributing to or causing the member's type of cancer.

The Act makes clear that eligibility for the WTC Health Program alone does not suffice for treatment to be provided by the WTC Health Program and that an additional step of a physician's determination must be satisfied based on the temporal sequence of the member's symptoms and the member's exposure history.

The WTC Health Program has been provided information to assist Clinical Centers of Excellence and Nationwide Provider Network physicians in completing the existing WTC-3 form, "New Determinations for WTC Certification." This information serves as a guide to physicians so that they can provide the Program with information needed to complete the certification process. The following instruction sheet adds to that body of information by providing specific information relevant to determining coverage for types of cancers.

A Note About the Importance of the Physician's Determination

A physician's request for certification is based on his or her determination that an individual's 9/11 exposure is substantially likely to be a significant factor in aggravating, contributing to, or causing the individual's condition. The WTC-3 Request Form requires the physician to complete a "narrative" (Section 3), which is a written determination that the individual's exposure to airborne toxins, other hazards, or adverse conditions resulting from the September 11, 2001, terrorist attacks is substantially likely to be a significant factor in aggravating, contributing to, or causing the individual's condition. The expected length of the narrative can be less than one typewritten page, but not more than two pages.

You must make a determination, sign and date your determination. Without a signed and dated determination, the WTC Health Program cannot review your submission for certification.

Six Step Process

For requests regarding a type of cancer, the following six (6) Steps should be addressed in the narrative.

Step 1 – Specify the name of the cancer and the appropriate disease coding on the WTC-3 Form.

- Complete the table in Section 3 of the WTC-3 Form by including the name of the covered cancer for which you are requesting certification.

Step 2 – Specify key dates in the narrative attached to the WTC-3 Form.

- In the written narrative, indicate:
  - The date on which exposure arising from the terrorist attacks of September 11, 2001 first began;
  - The date on which the patient was diagnosed with a covered cancer; and
  - The date treatment was initiated, if applicable.
- The date of initial cancer diagnosis means the earliest date the diagnosis is made, clinically or microscopically, by a licensed physician. The earliest acceptable date of diagnosis assumes exposure related to the terrorist attacks began on September 11, 2001.

Type of Covered Cancer	Age (yrs) at Diagnosis	Minimum Latency Required	Earliest Acceptable Date of Diagnosis for Latency
All types of lymphoproliferative and hematopoietic cancers (including all types of leukemia and lymphoma)	< 20	0.4 years (146 days)	February 4, 2002
	≥ 20	0.4 years (146 days)	February 4, 2002
All types of cancer, other than lymphoproliferative and hematopoietic cancers, occurring in children	< 20	1 year	September 11, 2002
All types of thyroid cancer	≥ 20	2.5 years	March 11, 2004
All types of mesothelioma	≥ 20	11.0 years	September 11, 2012
All other types of covered cancer (including rare cancers in adults)	≥ 20	4.0 years	September 11, 2005

Step 3 – Specify the duration of exposure within specific timeframe intervals.

- Using the information provided in the table below, indicate in the narrative the timeframes of the individual's 9/11 exposures and include the estimated exposure durations for each appropriate timeframe. Identify total estimated duration in hours, as appropriate.

For New York City Area sites[1]:

Relevant exposure timeframes				Estimated Total Duration
September 11, 2001	☐ Not present	☐ < 1 hour	☐ ≥ 1 hour	**Estimated duration in hours**
September 12 – 14, 2001	☐ Not present	☐ < 4 hours	☐ ≥ 4 hours	**Estimated duration in hours**
September 15 – 30, 2001	☐ Not present	☐ < 24 hours	☐ ≥ 24 hours	**Estimated duration in hours**
October 1, 2001 – July 31, 2002	☐ Not present	☐ < 80 hours	☐ ≥ 80 hours	**Estimated duration in hours**

[1]**New York City Area sites** include: (1) former World Trade Center site and areas of Lower Manhattan south of Canal Street; (2) other areas within the broader New York City Disaster Area, which is the area within New York City that is the area of Manhattan that is south of Houston Street and any block in Brooklyn that is wholly or partially contained within a 1.5-mile radius of the former World Trade Center site; (3) the Staten Island Landfill; (4) the barge loading piers; (5) the Port Authority Trans-Hudson Corporation Tunnel; (6) the New York City Chief Medical Examiner's Office or other sites where morgue workers performed post-September 11, 2001 functions for the Office; and (7) sites where vehicle-maintenance workers were exposed to debris from the former World Trade Center site while retrieving, cleaning, repairing, and maintaining vehicles contaminated by airborne toxins from the September 11, 2001, terrorist attacks.

For the Pentagon site[2]:

Relevant exposure timeframe			Estimated Total Duration
September 11, 2001 – November 19, 2001	☐ Not present	☐ ≥ 4 hours	Estimated duration in hours

[2] The **Pentagon Site** means any area of the land (consisting of approximately 280 acres) and improvements thereon, located in Arlington, Virginia, on which the Pentagon Office Building, Federal Building Number 2, the Pentagon heating and sewage treatment plants, and other related facilities are located, including various areas designated for the parking of vehicles, affected by the terrorist-related aircraft crash on September 11, 2001; and those areas at Fort Belvoir in Fairfax County, Virginia and at the Dover Port Mortuary at Dover Air Force Base in Delaware involved in the recovery, identification, and transportation of human remains for the incident.

For the Shanksville, Pennsylvania site[3]:

Relevant exposure timeframe			Estimated Total Duration
September 11, 2001 – October 3, 2001	☐ Not present	☐ ≥ 4 hours	Estimated duration in hours

[3] The **Shanksville, Pennsylvania Sites** means the property in Stonycreek Township, Somerset County, Pennsylvania, which is bounded by Route 30 (Lincoln Highway), State Route 1019 (Buckstown Road), and State Route 1007 (Lambertsville Road); and those areas at the Pennsylvania National Guard Armory in Friedens, Pennsylvania involved in the recovery, identification, and transportation of human remains for the incident.

Step 4 – Specify any special exposures and their relevant timeframes

(Complete only if considering cancer of the eye and orbit or female breast cancer.)

- For cancer of the eye and orbit, indicate in the narrative whether the individual performed welding (as opposed to metal cutting). If the individual did engage in welding, state the total duration in hours of exposure to ultraviolet light from welding.
- For female breast cancer, in addition to the person's other 9/11 exposures identified in Steps 3 and 5, the person can qualify for coverage based on nights of sleep disruption[A]. In the narrative describe the qualifying *Exposure Activities from* (I) below and the *Exposure Period by Site* in (II), and the number of nights of sleep disruption for each combination of (I) and (II).

I. Exposure Activity

Nights of sleep disruption occurred because an individual:

A. *performed* response, recovery, and/or cleanup activities at a Site[B] at the time of sleep disruption; OR

B. *resided* within or adjacent to a Site[B] and would not have been awake *but for* response, recovery, and/or cleanup activities at the time of the sleep disruption[C];

II. Exposure Period by Site

A. New York City Area Site—Between September 11, 2001 and July 31, 2002

B. Pentagon Site—Between September 11, 2001 and November 19, 2001

C. Shanksville, Pennsylvania Site—Between September 11, 2001 and October 3, 2001.

[A] A night of sleep disruption is a period of time between 10:00 p.m. and 7:00 a.m. (local time) during which a consecutive three-hour period of wakefulness occurs.

[B] The word "**site**" means New York City Area Sites, the Pentagon Site, or the Shanksville, Pennsylvania sites as described in Step 2.

[C] This does not include PTSD-related insomnia.

Step 5 – Specify relevant exposure activities

- Using the information provided in the table on page 4, include in the narrative each exposure activity in which the individual engaged and provide a description of the individual's exposure activity, location and timeframe. Please, also describe any other type of exposure activity not listed in the table.
- Please provide in your narrative any additional information that you believe the WTCHP should consider in certification.

Note: The activities in the table on page 4 are grouped into Tiers. The activities within each Tier are thought to result in similar exposures. The Tiers are listed in decreasing order of exposure, with Tier 1 representing the highest exposure.

Type of Exposure Activity	Does this activity apply to the individual?
Tier 1	
(a) Caught in the dust cloud in the New York City Disaster Area on September 11, 2001	
(b) Engaged in search, rescue, recovery and/or fire or dust suppression at the former World Trade Center site, or at the Pentagon or Shanksville, Pennsylvania crash sites	
(c) Engaged in construction activities at the former World Trade Center site or in heavily dust-contaminated areas	
(d) Engaged in loading/unloading, removal and/or transport of contaminated debris, including but not limited to the debris cleanup at the Staten Island Landfill and the barge loading piers	
(e) Engaged in morgue or mortuary activities involving contaminated human remains	
(f) Cleaned heavy dust contamination on streets, inside or outside buildings, and/or on contaminated vehicles	
(g) Worked, volunteered, and/or attended school/daycare in heavily dust-contaminated areas or in areas in the path of heavy smoke plumes	
(h) Lived and/or slept in a heavily dust-contaminated area or in an area in the path of heavy smoke plumes	
Tier 2	
(i) Engaged in construction activities in a contaminated area with a visible, but light layer of dust or debris or where there was the smell of smoke or chemicals from the former World Trade Center site	
(j) Cleaned a contaminated area with visible, but a light layer of dust or debris or where there was the smell of smoke or chemicals from the former World Trade Center site	
(k) Worked, volunteered, and/or attended school/daycare in a contaminated area with a visible, but light layer of dust or debris or where there was the smell of smoke or chemicals from the former World Trade Center site	
(l) Lived and/or slept in a contaminated area with a visible, but light layer of dust or debris or where there was the smell of smoke or chemicals from the former World Trade Center site	
Tier 3	
(m) Engaged in construction activities in an area that was not contaminated with a visible layer of dust, which was not in the path of smoke plumes, and where smoke or chemicals from the former World Trade Center site could not be smelled[4]	
(n) Cleaned an area that was not contaminated with a visible layer of dust, not in the path of smoke plumes, and where smoke or chemicals from the former World Trade Center site could not be smelled[4]	
(o) Worked, volunteered, and/or attended school/daycare in an area that was not contaminated with a visible layer of dust, which was not in the path of smoke plumes, and where smoke or chemicals from the former World Trade Center site could not be smelled[4]	
(p) Lived and/or slept in an area that was not contaminated with a visible layer of dust, not in the path of smoke plumes, and where smoke or chemicals from the former World Trade Center site could not be smelled[4]	
(q) Traveled through the New York City Disaster Area	

[4] Note: The lack of visible evidence of dust, smoke plumes, or the smell of smoke or chemicals does not automatically imply that contamination was not present.

Step 6 – Make and Sign a Determination

- After entering the required information, you must make, sign and date a determination at the end of the narrative portion. At a minimum, the sentence below must be included.

- Submissions that fail to include a signed determination will be returned to you for a determination.

I have determined that the member's exposure to airborne toxins, other hazards, or adverse conditions resulting from the September 11, 2001 terrorist attacks are substantially likely to be a significant factor in aggravating, contributing to, or causing a condition(s) on the List of WTC-Related Health Conditions (42 CFR §88.1).

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Physician Signature Date