

Date: 5/31/2019

DDSD-DDW Numbered Memo 2019 004

To: DD Waiver Providers

From: Daniel Lucero, Litigation Management Bureau Chief



Subject: Mortality Review Committee Changes

DDSD has taken steps to bolster the Department's Mortality Review Committee (MRC) process and would appreciate your assistance to make certain that we faithfully honor those that have passed by delivering timely and effective reviews that result in real and meaningful system improvements.

To improve efficacy, the MRC process has transferred from the Clinical Services Bureau to the Litigation Management Bureau, thereby effectively tripling the number of employees tasked with document requests, verifications, and reviews.

The MRC's increased capacity means it is especially important that you forward all MRC requested documents as soon as possible but no later than **10-days** following the issuance of a request. Please note that failure to submit the requested documentation within the required timeframes may result in contract management actions, which can include the imposition of Civil Monetary Penalties.

Our commitment to you is to limit document requests to only what is necessary. However please keep in mind that the purpose of the MRC is not only to determine the causes and contributing factors of an individual's death, but also to identify findings that could affect the health, safety and welfare of other individuals currently receiving supports so as to mitigate risk and improve health outcomes.

In closing, DDSD is grateful for your continued partnership. Our collaboration on this matter presents opportunities to substantially improve the functioning of our programs and in turn have a lasting positive impact on those we serve.

If you have any questions, concerns or any ideas on how to improve the Mortality Review process, please call Daniel Lucero at 505-841-5505 or send to email to Daniel.lucero@state.nm.us