





MICHELLE LUJAN GRISHAM
Governor

DR. TRACIE C. COLLINS, M.D.
Cabinet Secretary

Date: April 1, 2021

To: All DD Waiver Case Management agencies, Mi Via Consultant agencies, and Supports Waiver Community Support Coordinator agencies

From: Scott Doan, Deputy Director 
Developmental Disabilities Supports Division

Through: Jason Cornwell, Acting Deputy Cabinet Secretary 
New Mexico Department of Health

Subject: COVID-19 Vaccine Registration Assistance for Individuals with Developmental Disabilities

DDSD is asking for your assistance to register individuals with developmental disabilities for the COVID-19 vaccine. DDSD is asking each DD Waiver Case Management agency, Mi Via Waiver Consultant agency, and Supports Waiver Community Support Coordinator agency to reach out to individuals supported by your respective agencies to ask them if they have registered for the COVID-19 vaccine and to provide assistance registration instructions if needed. DDSD has information from the Department of Health Vaccine registration confirming all those individuals within DDSD services who have registered for the vaccine and all those individuals within DDSD services who have not registered for the vaccine.

Based on Department of Health registration information, DDSD will share a list of those individuals who have not registered for the vaccine with each Case Management, Consultant, and Community Support Coordinator agency. The list shared with each of the agencies will only include those individuals served by the respective agency who have not registered for the vaccine. Please note that the lists will not include individuals on the DD Waiver receiving Supported Living and Intensive Medical Living services because they had the opportunity to receive their vaccine via the Federal Pharmacy Vaccine Partnership Program.

Upon receipt of your agency list, DDSD is asking that each DD Waiver Case Manager, Mi Via Consultant, and Support Coordinator complete a simple survey for each individual using this link <https://app.smartsheet.com/b/form/81f49d32589049eda9ff59eb5c37b741> during your April 2021 contacts and remote monitoring visit. DDSD is also providing each agency with a Step by Step Vaccine Registration Instruction sheet to assist individuals who may need help registering for the vaccine.

If you have questions regarding how to assist individuals with developmental disabilities who have not yet registered for the COVID-19 vaccine; please contact the following.

- DD Waiver Case Managers, please contact your respective Regional Office Case Management Coordinator.
 - Metro Regional Office:
 - Steven Gutierrez, Metro CM Coordinator at StevenD.Gutierrez@state.nm.us
 - Marcia Battle, Metro CM Coordinator at marcia.battle@state.nm.us
 - Jenni McNab, Metro Assistant Director at jenni.mcnab@state.nm.us
 - Northwest Regional Office:
 - Cathy Saxton, NW CM Coordinator at cathy.saxton@state.nm.us
 - Northeast Regional Office:
 - Magdelyn Montoya, NE CM Coordinator at magdelyn.montoya@state.nm.us
 - Southeast Regional Office:
 - Guy Irish, SE CM Coordinator at guy.irish@state.nm.us
 - Southwest Regional Office:
 - Brandi Rede, SW CM Coordinator at brandi.rede@state.nm.us
- Mi Via Waiver Consultants, please contact the Mi Via Waiver Unit.
 - Rudy Aguilera, Mi Via Coordinator at rudy.aguilera@state.nm.us
 - Elaine Hill, Mi Via Coordinator at elaine.hill@state.nm.us
 - Anysia Fernandez, Mi Via Coordinator at anysia.fernandez@state.nm.us
- Supports Waiver Support Coordinators, please contact the Supports Waiver Unit
 - Jennifer Roth, Supports Waiver Program Manager at jennifer.roth@state.nm.us

Additional Resources:

- NM DOH COVID-19 Site: <https://cv.nmhealth.org/>
- DDS COVID-19 Site: <https://nmhealth.org/about/ddsd/diro/ddcv/>
- NM DOH COVID-19 Safe Practices: <https://cv.nmhealth.org/covid-safe-practices/>
- Report a Public Health Order Violation: <https://www.newmexico.gov/2020/03/25/how-to-report-non-compliance-within-a-business-a-violation-of-the-mass-gatherings-ban-or-other-violations-of-the-public-order/>
- NM DOH COVID-19 Vaccine General Information: <https://cv.nmhealth.org/covid-vaccine/>
- NM DOH COVID-19 Vaccine Site: <https://cvvaccine.nmhealth.org/>



The banner features the NMDOH logo on the left, which includes the text "NMDOH" and "NEW MEXICO DEPARTMENT OF HEALTH" with a stylized graphic of a person's head and shoulders. To the right of the logo, the text reads: "Do you want to pre-register for your COVID-19 Vaccine?" followed by "Visit **cvvaccine.nmhealth.org** to register today." The website name is highlighted in a yellow box.