

**Summary**  
**Statewide Case Management Director's Meeting (Skype)**  
**April 23, 2020 10:00 am to 12:00pm**

**Welcome and Introductions**

**HSD**

**Annual recertification to ISD**

- **Reminder to make sure the annual rectification packet is submitted to ISD timely.**

**LOC expiring during the duration of the emergency**

- **Due to the COVID-19 Emergency all Level of Care (LOC) Reminder notices issued by the Third-Party Assessor, Comagine Health, are suspended during the duration of the Public Health Emergency.**
- **The TPA is processing LOCs using the 2019-2020 approved LOC documents. The approved 2020-2021 MAD 378 (Level of care Abstract) and approval letters will be available electronically to Case Managers through the Comagine Health Provider portal. Please allow two (2) days after approval notification for the TPA to upload the approved LOC documents.**
- **If there are any LOC inquiries or status checks, please contact Comagine Health through Jiva notes or calling the TPA directly. Please wait fourteen (14) days prior to the LOC expiration to inquire about LOC status.**

**H&P Clarification to the TPA**

- **Several Case Managers have reached out to HSD and DOH over the past quarter regarding request for information (RFI) received from the TPA requesting a complete review of systems for H&Ps.**
- **With the examples that were presented to us from the Case managers, HSD was able to provide a resolution allowing the TPA to accept H&Ps or After-Care Visit Summary Documents if there is clear documentation that a physical exam was completed.**
- **Any Level of Care submissions that had an RFI for incomplete review of systems should have been resolved. If there are any unresolved episodes, please work with the TPA directly to resolve them.**

**Casey Stone-Romero and Casilda Gallegos- Community Inclusion**

- **FAQ Version II includes all of the questions, please refer to that and CCS and CIE Guidance-all available on DDSD COVID Page:  
<https://nmhealth.org/about/ddsd/diro/ddcv/>**

- Community Inclusion Coordinators are making CCS/CIE Agency calls every two weeks
- 80% Retainer Fee tracking form has been released to CCS/CIE Agencies
- Community Inclusion Coordinators will remind agencies to follow the appropriate process for team meetings and budget revisions
- Community Inclusion Staff are available to staff cases, if needed.

#### Teresa Larson and Evangeline “Vangie” Yanez- Intake and Eligibility



- Reminder that ARFs are due by the 15<sup>th</sup> of each month for any allocation that is still open.
- DDSD will not be closing out any allocations for lack of a response during the public health emergency. These are unprecedented times and we will take unprecedented measures to try to assist the individuals and families we are here to serve.
- The Allocation Reporting Form (ARF) has been revised. The new form will be sent out with the next round of allocations.
- For New Allocation please contact Evangeline “Vangie” Yanez [Evangeline.Yanez@state.nm.us](mailto:Evangeline.Yanez@state.nm.us).

#### Jacoba “Kotie” Viljoen- Clinical Services Bureau

- CARMP Training available:
- Dates and Times:
- April 30, 2020 @ 9:00-11:00 am
- April 30, 2020 @ 12:00-2:00 pm
- April 30, 2020 @ 3:00-5:00 pm
- May 1, 2020 @ 10:00 am –12:00 pm: Therap Webinar. Remember to register
- May 4, 2020 @ 9:00-11:00 am
- May 4, 2020 @ 12:00-2:00 pm
- May 4, 2020 @ 3:00-5:00 pm
- May 5, 2020 @ 9:00-11:00 am
- May 5, 2020 @ 12:00-2:00 pm
- May 5, 2020 @ 3:00-5:00 pm
- May 6, 2020 @ 9:00-11:00 am
- May 6, 2020 @ 12:00-2:00 pm
- May 6, 2020 @ 3:00-5:00 pm
- May 11, 2020 @ 9:00-11:00 am
- May 11, 2020 @ 12:00-2:00 pm
- The request for document was sent to individual Case Managers (CM) for the 2019 CARMP QA/QI.

- The requested documents included the ARST, CARMP, and Training records for the CARMP submitted for the 2019 ISP meeting and completed before the start of the 2019-2020 ISP year.
- If the CM do not have electronic documents or the hard copies with them, please contact Kotie. [Jacoba.Viljoen@state.nm.us](mailto:Jacoba.Viljoen@state.nm.us)
- If you do not have some or all of the documents requested as either electronic or hard copies, please notify Kotie which document you do not have and Kotie will be the one reach out to the provider.
- Please do not forward Kotie's request to the provider agency and therapists at this time.

#### DDSD-Community Programs Bureau Updates

- DDW Renewal Updates
- Tentative Schedule for DDW Renewal:
  - Town Halls for DDW Renewal will occur in August and September. Unsure if Town Halls will be virtual or in person.
  - October 2020: Tribal Notification
  - November 2020: Public Comment
  - December 2020: Public Hearing
  - February 2021: Submission of Renewal to CMS
- Amendment Rate Increase Schedule:
  - 4/29/2020: Tribal Notification
  - 5/29/2020: Public Comment
  - 6/29/2020: Public Hearing
  - 7/1/2020: Submit Waiver Amendment to CMS
  - 10/1/2020: Implementation pending CMS approval
- OR Tip Sheet
  -  OR Tips from CORE 04-23-2020
- Rate Increase Amendment
  -  Rate Study Conclusion 4-8-2020
- 24 Hour BBS Crisis Hotline Number 505-250-4292

#### Next Meetings:

##### 2020 DDW Case Management Director Meetings

07/23/20 10:00 a.m. to 2:00 p.m. Quarterly DDW Case Management Director Meeting

10/22/20 10:00 a.m. to 2:00 p.m. Quarterly DDW Case Management Director Meeting