

**Summary for Statewide Case Management Director's Meeting
April 22, 2021 10:00 a.m. to 2:00 p.m.**

10:00 - 10:10 Welcome and Introductions

10:10 – 10:25

HSD -Kresta Opperman and LaRisa Rodges-TPA

DDU Update

- Per CMS requirements specific categories of Medicaid require that an individual meet the Social Security Administration (SSA) definition of disability as a criteria for eligibility. The 1915(c) Home and Community Based (HCBS) waivers including DDW, MFW, Mi Via, and Supports Waiver are subject to this requirement.
- To meet this requirement ISD will review the application to determine if the individual has already been determined to meet the SSA definition. Most commonly this will be known if the individual currently receives SSI. If the individual has not been determined to meet the SSA definition of disability ISD will request medical documents to send for a Disability Determination Unit (DDU) review.
- ISD requests 6 months to a year of medical records. Additional information that may be helpful for the review include a copy of an IEP, copy of the LOC, prior diagnoses etc.
- Once collected by ISD DDU documents are sent to MAD contracted adjudicators to complete the disability review.
- The adjudicator's determination is then returned to ISD. If the individual meets the SSA definition of disability the adjudicator will include the time when a re assessment is needed. ISD tracks this information.
- If the DDU is denied for insufficient information to determine disability an individual can request reconsideration by providing additional medical documentation.

MAD 378 Update:

When submitting the MAD 378, under the COVID submission process, Case Managers can leave Section 8 completely blank.

Comprehensive Initial Assessment (CIA)		Date		
8. Physician's Name (Print):		7. ICF/IDD Level	<input type="checkbox"/> 1.0 – 2.2 = Level I/DDW LOC Eligible	
			<input type="checkbox"/> 2.3 – 2.9 = Level II/DDW LOC Eligible	
			<input type="checkbox"/> 3.0 – 3.2 = Level III/DDW LOC Eligible	
a. Physician Statement	I have seen and evaluated this patient and recommend:		b. Physician's Signature	c. Date
<input type="checkbox"/> Level I/DDW LOC Eligible	<input type="checkbox"/> Level II/ DDW LOC Eligible	<input type="checkbox"/> Level III/DDW LOC Eligible		
d. Mailing Address	City	State	Zip Code	

If a physician can sign the MAD 378, under the normal submission process, then all sections are required.

See HCBW Clarification Table for Normal vs. COVID Submission process

Margaret Bost-MAD

- One-page document on the *'Roles and Responsibilities of Care Coordinators'*

**10:25-10:45****Community Inclusion- Casey Stone-Romero, Casilda Gallegos and Frank Gaona (15 min)**

The Importance of Person-Centered Assessments

- Community Inclusion provided a PowerPoint presentation to be distributed by Case Management Directors to all Case Managers that discussed the required components of the Person Centered Assessment (PCA).
- How the PCA is a useful tool for ISP Development.
- The registration information and agenda for the Reaching New Heights in Supported Employment Annual Conference was also distributed and requested to be shared with all Case Managers.

**10:45 to 11:30****Clinical Services Bureau- Jacoba (Kotie) Viljoen**

- Send RORAs for any process issues with CARMP in Therap or therapy needs in regions.
- Call CSB for assistance with any Specialty Services or DME issues.
- CARMP Process
 - Not emailing the CARMP
 - CM must submit the CARMP
 - All authors download the CARMP after it was finalized
 - Primary Provider nurse download and add it to Plans.
 - **Call for help and direct teams to call Kotie Viljoen at (954) 726-7420**

11:30 to 12:00**Bureau of Behavioral Supports- Cheryl Frazine and Sabrina James**

- HRC Super Committee (new)
- Proposed changes to the Decision Consultation process



12:00 to 12:30

Bureau of Behavioral Supports-Dr. Jason Buckles, BBS' NM PRSC Consultant

Dr. Buckles provided a discussion of the Preliminary Risk Screening and Consultation (PRSC) services as provided in New Mexico. This discussion covered the following:

- The general scope of service covered by PRSC
- Who is eligible for PRSC
- The referral and scheduling process for enrolling an individual you support
- The process of the screening meetings and related formulation of consultation notes and distribution thereof
- The potential benefits of participation in PRSC
- Recent changes to the system including removal of PRN/'as-needed' status, maximum of one-year between screenings for 'active' situations, considerations regarding the Decision Consultation process wherein a team may decide to discontinue PRSC services.

12:30 to 12:45

Intake and Eligibility Bureau Evangeline "Vangie" Yanez

- ARFs are due by the 15th of each month. They can be submitted prior to the 15th, however the latest day to submit them to the assigned Eligibility Worker is the 15th
- The assigned Eligibility Worker's name and contact information is on the ARF that is sent to you along with the PFOC/LOI and documentation once someone chooses your agency. Please respond to the assigned eligibility worker for that individual
- Update the date (top right side) for the month the ARF is being completed. We want to know what you did with/for that individual for that month
- We need to know when you submitted documents for approval and the status of those submissions
- We need to know if there are any delays and if so, what are they (tracking 90 days)
- Once you receive the approved documents, we need copies for our file, so we can close the case on our end. You can send them as soon as you receive them.
- IEB will request Monthly ARFs until we have received all approved documents for the individual
- If you are having any issues/concerns contact: Vangie (Regional; SE/SW/NE/NW) 505-415-0566 or Cassandra (Metro) 505-437-8170

12:45-2:30 DDSD-Community Programs Bureau

Marie Velasco

- DDW Standards Proposed Revisions: DDW standards will be available for public comment tentatively the second week in May 2021.

 Case Manager Director Meeting-A look b... 4/28/2021 12:03 PM Adobe Acrobat D... 1,381 KB

- Budget Work Sheet: BWS changes for child and adult.

 BWS Changes 4/28/2021 11:49 A... Adobe Acrobat D... 124 KB

- CMS Application update: Waiting for approval from CMS.

Selina Leyba

Tip Sheet for the child to OR Transitions

- On April 9th 2021 DDSD provided a one page tip sheet for the child budget submissions. Beginning July 1st 2021 the child budgets will be transitioned from the ARA to the budget worksheet. The child budgets will need to be submitted to the OR using the same process as the adult budgets.
- If anyone has any additional comments or concerns, please feel free to email them to me at SelinaT.Leyba@state.nm.us

Unable to work issues:

- There was an unworkable report that was sent out to Case Management directors earlier this month. This report was a one-time report that was intended to help each specific agency in identifying any issues that could be resolved with additional training or system improvements and was intended for informational purposes only.
- CORE Tip Sheet

 OR Tips from CORE 04-22-21 4/19/2021 2:39 PM Adobe Acrobat D... 187 KB

Leah Manning

- Vaccine Registration Form:
<https://app.smartsheet.com/b/form/81f49d32589049eda9ff59eb5c37b741>

Next Meetings for 2021:

07/22/2021 10:00 a.m. to TBD Quarterly DDW Case Management Director Meeting

10/21/2021 10:00 a.m. to TBD Quarterly DDW Case Management Director Meeting