



MICHELLE LUJAN GRISHAM
Governor

PATRICK M. ALLEN
Cabinet Secretary

Date: September 15, 2023

DDSD-DDW Numbered Memo 2023-08

To: Developmental Disabilities Waiver (DDW) Providers and Interested Parties

From: José A. Acosta MD, MBA, MPH, DDSD Director

CC: Scott Doan, Deputy Director
Jennifer Rodriguez, Deputy Director
Joseph Tighe, Deputy Director
Susan Seefeldt, BBS Bureau Chief
Justin Stewart, Therap Unit Supervisor

Subject: Mandatory Use of Therap for Behavior Support Documentation

We are pleased to announce that the Behavior Support Consultants (BSCs) and DDSD/Bureau of Behavior Support (BBS) staff have completed training on the addition of Behavior Support Documentation in Therap. BSC Documents consist of the Positive Behavior Support Assessment, Positive Behavior Support Plan, any additional required plans, semi-annual report, and other relevant documents that the BSC chooses to upload. BSCs are now actively adding documents in Therap and can request additional one on one training assistance through their Regional Behavior Specialist, BBS Bureau Chief or Therap Unit Supervisor. Adding BSC documents in Therap will become mandatory as of January 1, 2024 contingent upon the start of the individual's next ISP.

We are very excited for the efficiency that this capability will provide in improving communication and easy access in a timely manner for those who need it. The BSC documents will be available to any provider that has the individual on their case load.

Training will be offered to additional DDSD/DHI staff in October and Case Managers and other DDSD Providers in November & December. Please watch for specifics from the Therap Unit!

Please feel free to contact Susan Seefeldt, BBS Bureau Chief Susan.Seefeldt@doh.nm.gov or Justin Stewart, Therap Unit Supervisor Justin.Stewart@doh.nm.gov with questions or further clarification.

Thank you for your ongoing commitment and support.