



MICHELLE LUJAN GRISHAM  
Governor

PATRICK M. ALLEN  
Cabinet Secretary

**Date: November 1, 2023**

**DDSD-DDW Numbered Memo 2023-11  
Page 1 of 1\_**

**To: All DDW Supported Living Providers, Family Living Providers, Intensive Medical Living Supports Providers, and Community Inclusion Providers**

**From: Christopher Futey, Deputy Director** *Christopher Futey*  
**Developmental Disabilities Supports Division**

**Subject: Clarification Regarding Intake Tracking in Therap**

This memo is intended to clarify information and remind all Developmental Disabilities Waiver (DDW) providers and team members about the process for intake tracking in Therap.

Enteral feeding is a delegated nursing function and is indicated by a physician or dietician order with daily volume requirements for adequate nutrition. Per DDW Standards chapter 10.4.1.5.1 #2. Supported Living Providers, Family Living Providers (10.3.9.2.1 #2), Community Inclusion providers (11.6.2 #22) and IMLS (10.4.2.4.2 #6) agencies must monitor and document progress of physician and nurse practitioner orders, therapy, HCPs, PBSP's, BCIP's, PPMP's, RMP's, MERPs, CARMPs.

It is not sufficient to track enteral nutrition on the Medication Administration Record (MAR), as this only demonstrates a time given, and does not allow volume requirements to be properly documented per physician/dietician order.

It would be appropriate to indicate on the MAR a reminder to track hourly volumes in health tracker.

Therefore, when an individual receives enteral nutrition, the daily volume requirements per physician/dietician order must be tracked in the health tracker module of Therap, as part of a HCP, as noted in DDW Standards chapter 20.5.4.

If you have any questions, please contact Alecia Pulu at (505) 538-0890 or [Alecia.Pulu@doh.nm.gov](mailto:Alecia.Pulu@doh.nm.gov)