


**HSD/DDSD Supports Waiver Program Meeting
1/25/2024**

After considering previous feedback provided regarding Supports Waiver meetings, we have decided to combine the HSD Operations Meeting and CSC Director’s Meeting. The HSD/DDSD Supports Waiver Program Meeting will be held the fourth Thursday of the month on a quarterly basis: April 25th, July 25th, and October 24th.


Please submit your agenda items by requested due date to Anyisia & Victoria. This ensures that we consult with the appropriate Subject Matter Experts (SMES) and invite them to the meeting. Our goal is for us all to work together in a respectful and professional manner, ensuring a quality program for our participants.

Speaker/Topic	Notes
Attendees	<p>DDSD: Anyisia Fernandez, Lizette Lujan, Christina Hill, Selina Leyba, Evangeline Yanez, Aaron Joplin, Jaclyn Sanchez, Fleur Dahl, Juana Bravo, Debra Medina, Isabel Casaus, Linda Clark, Jamie Lopez, Cara Latil, Guy Irish, Jenni Mcnab</p> <p>HSD: Victoria Herrera, Dianne Castro, Crystal Cantu, Jordan Bustos, Norma Buenrostro</p> <p>TPA: Kimberly Scott</p> <p>CSC Directors: Sarah Martinez, Janelle Groover, Cassandra DeCamp, Winton Wood, Carrie Roberts, Melinda Broussard, Darlene Richards, Charles Clayton, Michelle Rutt, Krystal Navarret</p>
Supports Waiver Changes or Updates Supports Waiver Census Supports Waiver Numbered Memo (coming soon)	<p>As of today, 552 Support Waiver (SW) offers have been sent out and 138 have been accepted.</p> <ul style="list-style-type: none">○ On average 10 offers will be released each week. We want to avoid a lengthy waiting list and asking for appropriations to support 400 new people every year with our annual budget. We will always have a wait list; it could be cleared today and have someone on the waitlist tomorrow. DDSD is planning accordingly. <p>SW- NM Waiver Training Hub Entry for Participant Directed Participants-</p> <ul style="list-style-type: none">○ Effective 1/25/2024 CSC’s will have the responsibility to enter SW participant directed participants and Employer of Record’s in the Training Hub. SW Unit will no longer be

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	<p>entering this information. For instructions on how to enter go to; http://cdd.unm.edu/other-disability-programs/disability-health-policy/ddsd-courses/non-training-related-webinars-meetings-qa.html on the NM Waiver Training Hub and select Mi Via-Supports Waiver Participant Entry Job Aid</p>
<p>Supports Waiver Resources and Reminders</p> <ul style="list-style-type: none">- Supports Waiver Process Table for Agency Based and Participant Directed Service Delivery - Case Note entry in Therap - Request for FOCoS shell - Supports Waiver Exceptions ➤ SW Exception for Continued CSC Reimbursement	<ul style="list-style-type: none">○ Compliance tracking is through DDSD Data Hub. CSC will submit the DDSD Service Model Selection Form to the Regional Office. The Participant will be enrolled in the DDSD Training Hub. Participant Directed Vendor (Provider) who is hired by the EOR and processed through the FMA enrolls in the DDSD Training HUB and enrolls employees who must meet training requirements per SW Service Standards. CSC enrolls participant directed entities (EOR and direct hire employees) who must meet training requirements per SW Service Standards. This document will be refreshed to reflect revisions. ○ Enter note in Therap for SW Pre-Budget Contact Note and SW Monthly Monitoring nmhealth.org/publication/view/guide/7155/ ○ When sending in Service Model Selection/Change Form for Participant Directed, include Employer Enrollment Form Request,  Employer Enrollment Forms R ○ Send in Exceptions for Continued CSC Reimbursement SW Service Standards require Community Supports Coordinators (CSC's) approval from the SW Program Manager or their designee prior to billing for continued Community Supports Coordination.

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<p>➤ SW Request for services by a relative or legal guardian</p> <p>- New CSC's</p> <p>- Technology Spotlight & Community of Practice</p>	<ul style="list-style-type: none">○ Relatives or legal guardians may be paid for waiver services, under extraordinary circumstances in order to assure the health and welfare of the participant and to avoid institutionalization.○ Please let SW Unit know of new CSC's so a link to SW orientation quiz can be provided.○ Please join us for our monthly spotlight series occurring the first Wednesday of each month <p style="text-align: center;"> February 2024 New Mexico Tech First Se</p> <ul style="list-style-type: none">○ Enabling Technology (nmhealth.org)
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<p>Supports Waiver Amendments</p> <p>Supports Waiver Renewal</p>	<ul style="list-style-type: none">○ Vineland-aligning with DD/MV Waivers○ Increasing CSC visits to align with Case Manager/Consultants○ Increasing Supports Waiver CSC Rate <p>DDSD and HSD are starting to prepare the timeline for Supports Waiver renewal work and would like to hear of any ideas or changes that would enhance the Supports Waiver. Please send any ideas to Anysia Fernandez at anysia.fernandez@doh.nm.gov</p> <ul style="list-style-type: none">- Renewal is July 1, 2025
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<p>DDSD Wellness Visits</p> <p>Abuse, Neglect and Exploitation is a top priority at DDSD.</p>	<p>As a part of an ongoing process to prevent abuse, neglect, and exploitation DDSD will continue wellness checks.</p> <p>Visits will be completed to identify:</p> <ul style="list-style-type: none">-Gaps in services-Abuse, Neglect and Exploitation (ANE)-Connect with participants and families. <p>Starting October 1, 2023, DDSD began home visits with a goal to visit every individual receiving waiver services two (2) times a year.</p>
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<p>Any HSD Related Issues</p>	<p>Send via Therap and include Victoria Herrera and Anysia Fernandez. Please ensure the following is included:</p> <ul style="list-style-type: none"> - Full Name - SSN, - DOB, - Case number, - Call numbers if applicable & a General Summary
<p>Open Discussion</p>	<ul style="list-style-type: none"> ○ What is working? ○ Ideas for Changes? ○ What are some things HSD/DDSD can provide assistance with ○ Are there any Supports Waiver processes that CSC's need additional assistance with? <p>Send to Anysia Fernandez, Lizette Lujan and/or Victoria Herrera</p>
<p>DDSD- Supports Waiver Unit</p> <p>HSD- Supports Waiver</p>	<p>Supports Waiver Program Manager</p> <ul style="list-style-type: none"> • Anysia Fernandez anysia.fernandez@doh.nm.gov <p>Supports Waiver Program Coordinator</p> <ul style="list-style-type: none"> • Lizette Lujan Lizette.lujan@doh.nm.gov <p>Statewide Case Management Coordinator-</p> <ul style="list-style-type: none"> • Selina Leyba selinat.leyba@doh.nm.gov <p>HSD-Staff Manager Supports Waiver</p> <ul style="list-style-type: none"> • Victoria M. Herrera Victoria.herrera@doh.nm.gov (505) 709-5427 Monday through Thursday 7:30AM-5:30PM