

DDSD - DDW Numbered Memo 2022-9

Date: August 1, 2022

To: All DD Waiver Customized Community Supports (CCS) and Community Integrated Employment (CIE) Provider Agencies

From: Jason Cornwell, Director
Developmental Disabilities Supports Division



Subject: Suspension of Supported Employment Leadership Network (SELN) reporting requirements for State Fiscal Year (FY) 2023.

This memo provides an update on the requirement for SELN reporting for FY23.

Due to both time consuming and duplicative information, DDSD has determined that we will be utilizing billed claims from the Omnicaid system as well as the Case Management site visit tool to more accurately track the information that was previously collected thru quarterly SELN reports. Moving forward, if DDSD requires additional data, such as hourly wage, hours worked, or DVR utilization for those served, DDSD will request as needed.

Chapter 19, Section 19.4 Employment First Reporting Requirements states *“Provider Agencies operate under the assumption that all working age adults with developmental disabilities can work if given the appropriate supports. Individuals will be offered employment as a preferred day service over other day service options, per New Mexico’s status as an Employment First state. Provider Agencies who offer Community Integrated Employment and/or CCS are required to submit quarterly data to the Regional Office Community Inclusion Coordinators by the 15th day following the reporting month. Reporting months are August, November, February, and May. Information must be sent through the Therap system secure communication (SComm) on the approved DDSD documentation.”*

Effective August 1st, 2022; Quarterly reporting as referenced in the November 1st, 2021, DD Waiver Service Standards, Chapters 11.6.8, 11.7.3, and 19.4. will be discontinued.

If you have any questions or concerns, please contact Frank Gaona, Statewide Supported Employment lead at frank.gaona@state.nm.us or 505-795-2821.