

# Developmental Disabilities Supports Division (DDSD)

DECEMBER 2016

**In this issue:**

**DDSD Director Retires** 1-2

**Know Your Rights Campaign** 3

**Employment First Policy** 4

**Mi Via Director's Release Electronic Timesheets** 4

**Mi Via Waiver Amendment** 4

**Community Resource** 5

**Pilot Project in Systematic Instruction** 6

**Advisory Council on Quality (ACQ)** 7

**DDSD New Hires & Retirees** 8

## CATHY STEVENSON, DDSD DIRECTOR RETIRES

As you may know, DDSD Division Director, Cathy Stevenson has retired after 16 years with the Division. Prior to her departure, Cathy agreed to answer some questions about her experiences over the years with the Division.

*Tell us a little about your career with DDSD? When did you start? What got you into the field? What are some of the positions you've held?*

I have always had an interest in this field. In high school I volunteered and worked with young people with disabilities in my home town. I went on to earn my degrees in Social Work, Psychology and Organizational Development with an emphasis on health and developmental services. In 1984 my daughter, Sara, was born with significant disabilities and my family started as participants in State General Fund respite and early intervention programs. I was involved in starting state and local parent support groups and served on the board of directors at my local agency – at that time was called Los Angelitos at the Taos ARC. I was a local liaison for NM Parents Reaching Out and later President of their Board of Directors. I also worked on contract for the Taos Health Council and the Los Cumbres Early Intervention Program in Espanola and worked with NM Respite Network to expand this critical support to as many families as possible.

In the late 1980's I was part of a group of families and professionals who were funded by Department of Health and Public Education grants to hold a series of summer camps for the families of children with significant developmental delays. I served on the Developmental Disabilities Planning Council, the State Individuals with Disabilities Education Act (IDEA) Panel for the Public Education Department and was a founding parent member on the first NM Family Infant Toddler (FIT) Interagency Coordinating Council.



## CATHY STEVENSON, DDSD DIRECTOR RETIRES (CONT.)

For more than ten years, I contracted with DOH to help with outreach, public relations and staff development for the development of the state's early intervention system under IDEA. I partnered with HSD to create Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) FIT services as part of the State Plan. I co-chaired the advisory committee that created the Mi Via Program and in 1997, I became the FIT Program Manager and later the DDW Manager, Community Programs Bureau Chief, DOH Jackson Coordinator, DDSD Deputy Director, Acting Director (3 times) and Director in 2011.

*Why is the field of I/DD important to you?*

I believe in full inclusion and support for families. I grew up in a time when children and adults were served separately or not all and I knew that was not right. I come from a family of human rights advocates and in 1984 when Sara came into the world I became more directly impacted and Involved.

*What were some of the highlights during your work with DDSD?*

There have been many memorable and exciting moments during my time with DDSD however some of the most notable include the passage of FIT entitlement legislation at the State level, the expansion of community based services, the development of the Mi Via Program, the redesign of the DDW and addressing the DDW Waiting List and building staff capacity (numbers and competence) at DDSD.

*What do you think were some of the most significant changes during that time?*

The expansion of FIT services statewide, closure of the state institutions, the increased number of individuals served in our programs and the emerging services for individuals with Autism.

*What accomplishments are you most proud of?*

Securing Medicaid funding for FIT, FIT authoring legislation, moving people off the waiting list into services and building DDSD infrastructure and staff capacity.

*Where do you see the field of I/DD heading in the foreseeable future?*

True person centered supports and inclusion in the community for people with I/DD of all ages and their families.

*What words of advice do you have?*

Make it personal, but don't take it personal. We are stronger and smarter when we work together and with individuals with IDD, families, providers, advocates and our state agency partners. Funding can support necessary services, but there are many other resources and we cannot let financial strain prevent our system from moving forward.

*What are you going to be doing following your retirement?*

Spending time with my husband and our extended family, traveling and exploring new places, visiting old favorites and becoming part of my new community in Oregon.



DDSD would like to thank Cathy for her leadership, expertise, kindness, and commitment to the people of New Mexico, individuals with I/DD, their families, providers and advocates. Cathy has led our Division with grace and has developed lasting relationships with so many. Thank you, Cathy for everything and we wish you the best during this next phase of your life!

Contributor: Shadee Brown, DDSD Litigation Management Bureau Chief

## Know Your Rights Campaign

The Know Your Rights campaign is an initiative to propel people and communities into action. Necessary changes need to happen in the intellectual and developmental disabilities (I/DD) system to ensure the rights and dignity of all individuals with I/DD in the United States and New Mexico.

We are excited to join a nationwide movement and renew our commitment to support individuals to make informed choices. We need to ensure individuals are treated with respect, participate in all aspects of the community they choose, and are viewed as valued and equal citizens. It's time we walk our talk!

This campaign is being launched by the DDSD because it's an opportunity to reaffirm values we already have and reaffirm what's best for people. This is about social responsibility, community, rights, equality, and humanity. It's time to put our values and vision into action.

Everyone should be thinking about how provider/vendors and settings ensure access to non-disability specific settings for all services offered under each program (Medically Fragile Waiver, Mi Via Waiver and Developmental Disabilities Waiver.) Diverse communities create more opportunity for people to help each other directly and are better places for everyone to live. We each have a role and responsibility in this transition process. Please contribute and be a part of this amazing opportunity we have to ensure the voices of the people we serve are heard and rights of ALL people are respected and adhered to.

### Next Steps for NM:

1. Submitted revised Statewide Transition Plan to the Centers for Medicare and Medicaid Services (CMS) on October 15 after public comment period-trying to achieve *Initial Approval* from CMS
2. New contractors being secured to assist DDSD in implementing the transition plan
3. Provider Validation On-Site Visits-January 2017
4. Participant Validation Surveys-January 2017
5. Providers and Vendors conducting agency-wide systemic assessments to identify where changes may need to occur in settings
6. On-going stakeholder meetings to educate and collaborate on implementing the settings requirements

The DOH Press Release can be seen at:

<https://nmhealth.org/news/information/2016/11/?view=509>



Contributor: Jennifer Rodriguez, DDSD Community Program Bureau Chief

---

## DDSD Announces an Employment First Policy!

---

The New Mexico Department of Health/Developmental Disabilities Supports Division (DDSD) issued a new Employment First Policy and Procedure effective November 15, 2016.

The purpose of the policy is to establish procedures for supporting working age adults to have access to valued employment opportunities as the preferred service in New Mexico. Access to competitive integrated employment will enable the person to engage in community life, control personal resources and receive services in the community. Case Managers and Interdisciplinary Team members are to give preference to community and natural supports to assist individuals to attain their employment goals and desired outcomes.

To view the Employment First Policy and Procedure document, please visit the [www.actnewmexico.org](http://www.actnewmexico.org) website. Additionally, DDSD staff members will be conducting presentations on this topic. To schedule a presentation, please contact Carrie Roberts, DDSD Supported Employment Lead at 505-476-8979 or [Carrie.Roberts@state.nm.us](mailto:Carrie.Roberts@state.nm.us).

Contributor: Carrie Roberts, DDSD Statewide Supported Employment Lead

---

## Mi Via Director's Release Electronic Timesheets

---

Timesheets for employees hired directly by an Employer of Record (EOR) to provide Mi Via services are required to be entered, approved and submitted online through FOCo*Online*. The Mi Via Waiver program actively worked with EORs throughout 2016 to assist with this new requirement and the transition to the electronic submission of timesheets has occurred.

A Director's Release from the Developmental Disabilities Supports Division, effective November 1, 2016, will begin to be distributed to Mi Via stakeholders in December reiterating this requirement for Mi Via. The Director's Release also announces future requirements for the electronic submission of Mi Via Mileage Sheets and Payment Request Forms (PRFs).

A specific start date for this process has not yet been set and Mi Via Stakeholders will be notified when this change is set to occur. The Director's Release is available on the Mi Via website at: [http://archive.mivianm.org/MiVia\\_Publications.htm](http://archive.mivianm.org/MiVia_Publications.htm).

Contributor: Christine Wester, DDSD Mi Via Program Manager

---

## Mi Via Waiver Amendment

---

The Mi Via Waiver program is currently going through the process of amending the current Waiver Agreement with CMS (Centers for Medicare and Medicaid services). The population of the Mi Via Waiver has grown substantially since the Waiver was renewed in October 2015 thus requiring this Amendment. Clarifying language regarding a variety of services has also been added to the Amendment.

A number of public input meetings were held in August 2016 to begin the process of gathering information from a variety of stakeholders regarding the amending of the Waiver. A public comment period and public hearing will be held in December regarding the Amendment. Please review the December edition of the monthly Mi Via Newsletter which is posted every month at [http://archive.mivianm.org/MiVia\\_Newsletter.htm](http://archive.mivianm.org/MiVia_Newsletter.htm) for details regarding the dates of the public comment period and public hearing.

Contributor: Christine Wester, DDSD Mi Via Program Manager

## Community Resource

There are some wonderful resources for individuals with disabilities & their families in New Mexico. In this quarter's DDSD newsletter we are highlighting access to information and resources regarding Guardianship, and Alternatives to Guardianship - such as Power of Attorney, or Health Care Decision-maker, and Representative Payee.

**A Guardian** is a person appointed by a court to make personal and health care decisions for an incapacitated person who is impaired because of mental illness, dementia, physical/ developmental disability or injury, or substance abuse.

### **There are several types of guardianship:**

Full or Plenary Guardianship in which the court appoints an individual to make all major decisions regarding the individual's care and safety.

Limited Guardian is a person appointed by the court to exercise specifically designated legal rights and powers with regard to the individual, who has been determined to lack some, but not all capacity to care for his or her person or property.

Temporary Guardian has temporary guardianship (maximum 60 days unless extended by court) and usually appointed in an emergency or when incapacity is deemed to be temporary.

Treatment Guardian means a person who makes decisions on behalf of an individual who does not have capacity to consent to various treatment options.

Testamentary Guardian is a person named in the will (approved by the court) of a legal guardian or parent as the person to serve as guardian after the legal guardian or parent dies.

Corporate Guardian is a private agency authorized to serve as a guardian for an incapacitated person, pursuant to court order.

**Guardianship** removes considerable rights, and should only be considered after alternatives have proven ineffective or unavailable. The legal processes are complicated and can lead to overstepping and family disagreement. Families and individuals are strongly encouraged to get expert help when considering guardianship as an option. Under New Mexico Law, if a person is incapacitated and has not given power in writing to an agent, a court can appoint a guardian over the person and a conservator over financial matters. This can be a family member or corporate guardian. A guardian can then make residential placement and health care decisions. A conservator can make financial decisions.

**Alternatives to Guardianship** include Power of Attorney, while the individual is still capable and understands what they are signing, Representative Payee- managing Social Security/SSI payments, Surrogate Decision-maker for healthcare, and informal arrangements with family members.

*(source: DDPC-OOG)*

For Information on Guardianship, and Alternatives to Guardianship, the following resources are some excellent sources of information and support. Individuals, families, and current guardians are urged to consider these resources, and develop solid plans to ensure proper support, and/or succession of guardianship, as applicable.

### **THE DEVELOPMENTAL DISABILITIES PLANNING COUNCIL- OFFICE OF GUARDIANSHIP**

625 Silver Ave. SW, Suite 100

Albuquerque, NM 87102

(505) 841-4519 [www.nmddpc.com](http://www.nmddpc.com)

### **THE NEW MEXICO GUARDIANSHIP ALLIANCE**

[info@GuardianshipAllianceNM.org](mailto:info@GuardianshipAllianceNM.org)

**THE NEW MEXICO GUARDIANSHIP ASSOCIATION** [www.nmguardianassoc.org](http://www.nmguardianassoc.org)

## Pilot Project in Systematic Instruction Certifies Two Individuals in NM

DDSD would like to congratulate Carolyn Lavadie, SE Coordinator in the Northeast Region and Darlene Fattorusso, consultant for UNM/CDD, in acquiring a National Certification in Systematic Instruction! In 2015, Partners for Employment (PFE) a collaboration between DDSD, the UNM Center for Development and Disability and the New Mexico Division of Vocational Rehabilitation launched this project with Marc Gold and Associates, Inc. (MG&A) to offer the opportunity for New Mexicans to obtain this coveted credential. Carolyn and Darlene are now leaders in the field nationally!

Systematic Instruction (SI) is a method to teach a complex series of tasks to individuals with significant disabilities. This pilot project to become credentialed was offered to several agencies and partners throughout the state. Carolyn and Darlene completed the comprehensive training over the course of four months that initially began with attendance at a three-day workshop in Albuquerque. The certification process required other activities to be completed on their own time. This included assignments such as viewing a series of webinars, reading articles on the Seven Phase Sequence, keeping an activity log, training a learning partner (individual with IDD who wanted a job), and tracking data on use of SI strategies with the learning partner. It also required the participants to videotape their work in SI with their learning partner. Both learning partners were identified as significantly delayed. Both now have community integrated paying jobs!

Both Carolyn and Darlene felt the training was a worthwhile experience and added to what they had already learned through the Discovery process. Systematic Instruction really cemented the customized employment experience for both the employer and the employee. SI strategies allows for competence in skill development, increased problem solving skills and more independence at the job site, not to mention other benefits of increased integration in the community, making friends at the job site, and earning money.

PFE, is offering two free informational two-day trainings in Systematic Instruction facilitated by MG&A. The first will be on November 30 and December 1, 2016 in Albuquerque, and the second training will be held on December 7 and 8 in Las Cruces. Both Carolyn and Darlene will be contributing to the training activities by sharing their experiences in SI at each of the training sites. To register for either of these dates contact Partners for Employment at 505-925-4260:

November 30 - December 1, 2016 - Albuquerque

December 7 - December 8, 2016 - Las Cruces

**Contributors:** Carolyn Lavadie, DDSD Supported Employment Specialist  
& Carrie Roberts, DDSD Statewide Supported Employment Lead

## ACQ—Advisory Council on Quality Supports for People with Developmental Disabilities and Their Families

### Carry On!

Lori DeAnda has been a member of the ACQ Executive Committee since 2014. She has led the charge on tackling big challenges in the I/DD system. Lori was personally invited to participate in the ACQ and appointed by the late Secretary Retta Ward in 2014. We are sad to report that Lori recently resigned as a member of the ACQ Executive Committee. She has been a huge advocate and leaves a void with that committee. She will be greatly missed.

Lori has been working with the ACQ membership over the past several years to improve safety for individuals and see greater transparency at the Department of Health. She wanted a web portal that would allow families to access information on the agencies that serve DD/ID individuals. She wanted to change how abuse, neglect and exploitation was reported and investigated. She wanted improvements on how medications were handled by provider agencies after the unexpected death of an individual. These were big goals, and through working as an active ACQ member, some of these things on her “wish list” came to fruition under the leadership of the late Secretary Ward and DDSD Director Cathy Stevenson.

Here is a summary of some of the accomplishments of the ACQ and our Department of Health Partners:

- Transparency has increased, with many regulations, reports and surveys now easily accessible with the click of a mouse.
- Stakeholder input has been encouraged and utilized in the rewrite of the DD and Mi Via Waivers.
- A Provider Selection Tool was created to give parents guidance on how to select an agency for services, including a list of sample questions with a focus on safety.
- The ACT website was created and continues to evolve into a one-stop resource for agencies, parents and individuals.
- Reporting protocols for abuse, neglect and exploitation were streamlined and the definitions were updated and made clearer.
- Contract management was updated, outlining new guidelines for disciplinary action for agencies consistently not in compliance with the standards.
- A Provider Scorecard is in the final stages of development and will be available on the ACT website soon. This will enable families to compare agencies when choosing one for their child or loved one.

There is still much to do but, the Department of Health has been able to get started with these significant accomplishments and we look forward to continuing our work and collaboration through the ACQ membership, State Partners and our ACQ sub-committees.

## New Hires & Retirees

Congratulations to these employees on their new positions with DDSD:

- ~ Fleur Dahl will be working as a Social Community Service Coordinator with DDSD in the Metro Regional office. Best of Luck!!
- ~ Congratulations to Christa Gabriel with Intake & Eligibility in Las Cruces.
- ~ Congrats to Michael Driskell as Assistant Metro Regional Director.
- ~ Good Luck to Stella Terrazas as a Management Analyst with the Family Infant Toddler Program in Santa Fe.
- ~ Brenda Martinez is our new Registered Nurse with the Northeast Regional Office in Santa Fe. Congratulations Brenda!!
- ~ Good Luck to Jennifer Bartos on her move up to the Northeast Regional Office in Taos.
- ~ Congrats to Kathryn Lesarlliey on her new position with Intake & Eligibility in Albuquerque.

We would like to say goodbye to the our upcoming and most recent Retirees. We will miss all of you dearly.

- ~ Cathy Stevenson, DDSD Director      ~ Patty Anello, Mortality Review Registered Nurse
- ~ Chris Sanger, Clinical Psychologist      ~ Suzanne Blazier, PASRR Social Work Supervisor

Contributor: Joe Anaya, DDSD Human Resources



Happy  
Holidays



happy  
new year

### Mission Statements:

*The Mission of the New Mexico Department of Health is to promote health and wellness, improve health outcomes, and assure safety net services for all people in New Mexico.*

*The Mission of the Developmental Disabilities Supports Division is to effectively administer a system of person-centered community supports and services that promotes positive outcomes for all stakeholders with a primary focus on assisting individuals with developmental disabilities and their families to exercise their right to make choices, grow and contribute to their community.*

### ABOUT US:

The New Mexico Developmental Disabilities Supports Division is located at 810 San Mateo PO Box 26110 Santa Fe, New Mexico 87502-6110. Our website:

[www.nmhealth.org](http://www.nmhealth.org)

For Information Call: (505) 476-8973 or Toll Free: 1-877-696-1472 or email us at [SANTAFEmailbox.dds@state.nm.us](mailto:SANTAFEmailbox.dds@state.nm.us)

### DDSD Newsletter Staff:

Editor-in-Chief:  
Marc Kolman  
Assistant Editor:  
Chris Futey  
Layout: Shannon Titla

If you would like to write an article for the next issue of the DDSD Newsletter, have suggestions or comments, please contact Chris Futey, DDSD Newsletter Assistant Editor at 505-841-5507 or [Christopher.Futey@state.nm.us](mailto:Christopher.Futey@state.nm.us).