PROVIDER APPLICATION

NEW MEXICO DEPARTMENT OF HEALTH
DEVELOPMENTAL DISABILITIES SUPPORTS
DIVISION

Provider Enrollment Unit

MEDICALLY FRAGILE (MF) WAIVER

P. O. Box 2611
Santa Fe, New Mexico 87502-0110
OR
1190 S. St. Francis Drive, Suite S1203
Santa Fe, New Mexico 87505

Effective Date November 1, 2022
Revised February 2, 2024

Department of Health, Cabinet Secretary
Patrick M. Allen
Dear DDSD Provider Applicant:

This provider application packet and the attached forms contain the necessary information needed to apply to become a provider for the Medically Fragile (MF) Medicaid Waiver Program.

All Medicaid Waiver Programs shall be subject to all New Mexico Human Services Department, Medical Assistance Division and Department of Health (DOH) regulations governing Medicaid Waiver Services. In addition, all Provider Agreements awarded shall be subject to the Developmental Disabilities (DD), MF and Supports Waiver Service Standards and other general provider requirements of the DOH.

For assistance in completing the application, please contact Tammy M. Barth at (505) 469-8480 or via email at Tammy.Barth@doh.state.gov.

Sincerely,

Dr. Jose Acosta
Dr. José Acosta, Director
Department of Health
Developmental Disabilities Supports Division
# Contents

MEDICALLY FRAGILE (MF) WAIVER ........................................................................................................................................... 1

I. OVERVIEW OF THE MEDICALLY FRAGILE (MF) MEDICAID WAIVER PROGRAM: ......................................................................................... 4

   A. Overview of Waiver Program and Waiver Background Information ......................................................................................... 4

   B. Conflict of Interest ............................................................................................................................................................................. 4

   C. Medically Fragile (MF) Waiver Summary ........................................................................................................................................ 5

II. INSTRUCTIONS AND REQUIREMENTS ................................................................................................................................. 6

   A. Application Requirements ........................................................................................................................................................................ 6

   B. Where to Submit ................................................................................................................................................................................. 6

   C. Application Format ................................................................................................................................................................................ 6

   D. DDSD Required Application Forms ........................................................................................................................................... 6

   E. Accreditation Requirements ............................................................................................................................................................... 7

   F. DDSD Required Documentation for Medically Fragile Waiver ........................................................................................................ 7

III. MEDICALLY FRAGILE WAIVER AGENCY AUTHORIATIVE DOCUMENTS PER SERVICE TYPE ......................................................... 9

IV. OVERVIEW OF REVIEW PROCESS ............................................................................................................................................. 13

   A. Application Review Process .............................................................................................................................................................. 13

   D. Term of Agreement .......................................................................................................................................................................... 14

V. DDSD CONTACT INFORMATION .............................................................................................................................................. Error! Bookmark not defined.

APPENDIX 1 ......................................................................................................................................................................................... 17

APPENDIX 2 ........................................................................................................................................................................................... 18

APPENDIX 3 ........................................................................................................................................................................................... 21
I. OVERVIEW OF THE MEDICALLY FRAGILE (MF) MEDICAID WAIVER PROGRAM:

A. Overview of Waiver Program and Waiver Background Information

The Developmental Disabilities Supports Division (DDSD) of the New Mexico Department of Health (DOH) herein referred to as the DEPARTMENT administers provider enrollment for the Medicaid Medically Fragile (MF) Waiver. All waiver programs are jointly administered with the New Mexico Human Services Department (HSD) - the single state Medicaid Agency. Recipients of Medicaid Waiver services must meet both financial and medical eligibility as determined by the Human Services Department (HSD), Income Support Division (ISD) in accordance with Medicaid Waiver Regulations.

The DEPARTMENT has the authority to approve individual program services based upon budgetary considerations and availability of approved waiver enrollment slots. The DEPARTMENT also has the authority to approve the area(s) and specific service(s) for authorized and approved waiver service providers. Medicaid Waiver services are not an “entitlement” for eligible Medicaid recipients.

Funding is not guaranteed to a provider under the Medicaid Waiver Program. Reimbursement for service(s) is based upon the recipient’s selection of approved service providers as contained in an Individual Service Plan (ISP) and as approved by the DDSD and/or the Medicaid Third Party Assessor. Reimbursement for Medicaid Waiver Programs is based upon a Fee for Service. Reimbursement is at the established service reimbursement rates as shown in the Billing Rates Appendix 1.

B. Conflict of Interest

All DDSD Waiver Provider Agencies must avoid and mitigate any conflict-of-interest issues. This applies to the DD, MF and Supports-Waiver providers. See NMSA 1978, § 45-5-311(A) (Uniform Probate Code). Affinity which stems solely from the caregiver relationship is not sufficient to satisfy this requirement.

A Case Management Provider Agency may not be a Provider Agency for any other Waiver services. A Case Management Provider Agency may not provide guardianship services to an individual receiving case management services from that same agency. Case Managers are not able to serve on the board of a provider agency.

Affiliated agencies are defined as two or more service agencies providing DD, MF or Supports Waiver services that has a marital, blood, business interests or holds financial interest in providing direct care for individuals receiving Home and Community Based Services (HCBS). Affiliated agencies must not hold a business or financial interest in any entity that is paid to provide direct care for any individuals receiving HCBS services to prevent solicitation of services.
C. Medically Fragile (MF) Waiver Summary

The MF Waiver program is intended for individuals who have been determined prior to the age of twenty-two (22) to be both medically fragile and developmentally disabled or developmentally delayed or at risk for developmental delay. Individuals must meet the same level of care criteria required for institutional care and must meet all Medicaid eligibility criteria for income and resources as those served in an institutional care setting. Medically fragile is defined as a chronic physical condition, which results in a prolonged dependency on medical care for which daily skilled (nursing) intervention is medically necessary and is characterized by one or more of the following:

a) There is a life-threatening condition characterized by reasonably frequent periods of acute exacerbation that requires frequent medical supervision, and/or physician consultation and which in the absence of such supervision or consultation, would require hospitalization.

b) The individual requires frequent time-consuming administration of specialized treatments, which are medically necessary.

c) The individual is dependent on medical technology such that without the technology a reasonable level of health could not be maintained. Examples include but are not limited to ventilators, dialysis machines, external or paternal nutrition support and continuous oxygen.
II. INSTRUCTIONS AND REQUIREMENTS

A. Application Requirements

Submit applications to DDSD with all necessary information and forms. Incomplete applications may be denied and returned to the applicant. Under certain circumstances DDSD may request additional information from the applicant, which must be submitted within timelines determined by DDSD.

B. Where to Submit

DOH / DDSD / Provider Enrollment Unit (PEU)

Mailing Address
PO Box 26110
Santa Fe, New Mexico 87502-0110

Physical Address
1190 S. St. Francis Drive, Suite S1203
Santa Fe, New Mexico 87505

C. Application Format

Applications that do not conform to the required outline described in all sections may be returned.

1. It is the applicant’s responsibility to ensure that all pages are numbered, and appropriate documents are included.
2. Submit only single-sided copies.
3. Do not staple, bind, or put your application in a three-ring binder. Instead, use paper clips, binder clips and/or rubber bands.
   a. Policies, procedures and/or authoritative documents should cover aspects detailed in scoring criteria. Scoring criteria, applicable NMAC and service standards are listed under each scored policy in red. Responses cannot be a cut and paste from criteria or service standards. A thoughtful authoritative document is required.
   b. Use separate pages for each authoritative document and section.
   c. Number pages.

D. DDSD Required Application Forms

DDSD requires that the applicant submit forms and documentation as outlined below. Certain forms must be signed and dated by the applicant.

1. Provider Information Sheet: This form must be used as a cover page when the application is submitted.
2. Service and County Request Form(s): This form identifies the services and counties the agency is applying to provide. (See attached Regional Map)
3. Statement of Assurances Form
4. Provider Agency Status Sheet (Renewing Providers Only)
E. Accreditation Requirements

Some providers are required to be accredited by either CARF International of The Council on Quality and Leadership. Refer to the tables below for requirements by service type.

Options for the Waiver Service Types with Accreditation Requirements

<table>
<thead>
<tr>
<th>Waiver Service</th>
<th>CARF International</th>
<th>The Council on Quality and Leadership</th>
<th>The Joint Commission or Association for Ambulatory Health Care</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case Management</td>
<td>Aging Services</td>
<td>Person-Centered Excellence Manuel for People with Disabilities</td>
<td>Association for Ambulatory Health Care – AAAHC Accreditation</td>
</tr>
<tr>
<td>Private Duty Nursing</td>
<td>Employment and Community Services</td>
<td>Quality Assurances Accreditation</td>
<td>New Mexico Home Health Agency License</td>
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<td>Respite</td>
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<td>New Mexico Home Health Agency License or New Mexico Foster Care License</td>
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</table>

Agencies applying for the first time must provide a detailed plan that outlines timelines to ensure the agency is accredited within the next eighteen (18) months and/or a letter from an accrediting body showing when your survey will take place.

Current accredited providers must provide a copy of the letter and certificate showing current accreditation status for the agency or a copy of the letter received from the Department granting a waiver from the accreditation requirement and a waiver of accreditation request.

Accreditation waivers are only good through the term of the agency’s current Provider Agreement. **You must submit a new request for a waiver of accreditation during each renewal period to the PEU for consideration.**

F. DDSD Required Documentation for Medically Fragile Waiver

1. **Articles of Incorporation, LLC or Organization and current board members,** if applicable. The applicant must submit a current list of each board member’s name, home address, phone number and email address.

2. **Combined Reporting System (CRS) Certificate** Proof of registration with the NM Taxation and Revenue Department.

3. **Proof of General or Professional Liability Insurance** (One-million dollar minimum), naming Department of Health as an additional insured. (New Providers, within 30 days of approval)

4. **Proof of Surety Bond (Individual) or Fidelity Bond (Group) Insurance** (Ten-thousand dollar minimum) naming the Department of Health as loss payee. (New Providers, within 30 days of approval)
5. **Professional Licensure** All professional licensure and academic credentials for all hired and subcontracted personnel must be submitted for the following services:
   - Behavior Therapy
   - Case Management
   - Environmental Modification
   - Licensed Practical Nurses
   - Massage Therapy
   - Nutritional Counseling
   - Occupational Therapists
   - Physical Therapists
   - Registered Nurses
   - Speech Therapy

7. **Financial for Renewing Providers**
   - **a. New Providers are required to submit** a business plan, including anticipated expenses for a three (3) month period and most current, last three (3) bank statements or line of credit.
   - **b. Renewing Providers are required to submit:**
     - Annual tax return, current year end Profit and Loss Statement **OR** financial audit prepared by an accountant.
     - Description of the agency’s current operating budget; including information about resources devoted to staff and Board (if applicable) training.

     *Please include short and long-term financial goals.*

     *The applicant can show it has 3 months of operating costs available. Applicant can show routine and regular financial audits are conducted.*

     *Identification of the percentage or amount of the agency budget devoted to staff (and Board, if applicable), training and technical assistance.*

8. **Latest Quality Management Bureau (QMB) survey results, if applicable.** The applicant must submit their latest QMB survey Determination of Compliance Letter.

9. Please submit a list of licensed or certified professionals, in addition to any licenses, accreditations and/or certifications the agency possesses.

10. Provide your agency’s **Mission statement.**

11. Provide your agency’s **Values.**
    *These are beliefs that guide the policies and practices of the organization. They will have to do with the person (e.g., directing one’s life to the extent feasible, gaining community membership) but also regarding the conduct of the organization (e.g., culturally proficient, fair, transparent, fiscally responsible).*
12. Provide the agency’s **Organizational Chart** and brief position descriptions including management and supervisory positions.

*The Organizational Chart and position descriptions should demonstrate how the positions relate to the service type, understanding of the service system, knowledge of the communities their individuals live in and what community options are available to them.*

*The applicant should show an administrative structure that provides support to staff including managing, monitoring, teaching, and improvement in practice.*

13. Please provide your **director’s resume**.

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**III. MEDICALLY FRAGILE WAIVER AGENCY AUTHORITYIATIVE DOCUMENTS PER SERVICE TYPE**

MF Waiver Providers must have current policies, procedures, standard operating procedure and/or any authoritative documents from the agency such as employee handbooks, agency manuals, etc. that assure applicable NMAC regulations and service standards are implemented. **They must be signed and dated by the agency Director.** Please provide the agency’s documents that address the following. Please include document titles and use the grid below to provide page numbers where each numbered area is addressed.

The authoritative documents will need to adequately address all requirements listed below and the Agency should demonstrate that the authoritative documents are reviewed and/or updated at least every three (3) years by the Agency.
Policy/Procedure/Agency Document
Provide the Agency Document which applies the indicated topical area. Refer to the Medically Fragile Waiver Service Standards and NMAC 8.314.3 for details.

<table>
<thead>
<tr>
<th>Applicable Service(s)</th>
<th>Agency's Document Title</th>
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<td>x marks the applicable service</td>
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<td>Abuse, Neglect and Exploitation (ANE): <em>NM Department of Health Improvement Incident Management Guide available on the DOH website at <a href="https://nmhealth.org/about/dhi/ane/">https://nmhealth.org/about/dhi/ane/</a></em> Include training postings and incident reporting related to Abuse, Neglect and Exploitation.</td>
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<td>Behavioral Health Assurance of staff training and/or support planning.</td>
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<td>Caregiver Criminal History Screening Program and Employee Abuse Registry.</td>
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<td>Complaint/Grievance Procedures available to individuals and their guardians/family.</td>
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<td>Coordination with Other Supports the individual utilizes.</td>
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<td>Coverage and Back Up for critical personnel.</td>
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<td>Emergency Procedures for agency such as fire, tornado, loss of electricity, etc.</td>
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<td>Health and Safety: Emergency contacts and on-call procedures.</td>
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<td>Individual Records including safety plan, location of medical and behavior information.</td>
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<td>Orientation to MF Waiver Service Standards and required training including staff/subcontractors.</td>
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<td>Person-Centeredness: Practices, rights, choices, and CMS settings requirements.</td>
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<td>Quality Assurance/Quality Improvement Plan including Annual Report.</td>
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<td>Records Retention: Maintenance of individual’s files up to six (6) years after termination or transition to another agency.</td>
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<td>Service description of each service your agency is applying to provide to MF Waiver individuals.</td>
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<td>Staff/Subcontractor Supervision and Oversight</td>
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<td>Transitions of individuals upon termination or expiration of agency's Provider Agreement.</td>
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<td>Provide assurance for the following:</td>
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<td>The MF Waiver Environmental Modification Service Standards and Americans with Disabilities Act (ADA)</td>
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requirements will be followed.

The recommendations of the therapist and/or qualified individual’s assessment that address the individual’s disability and enable the individual to function with greater health, safety and independence in the home will be followed.

How will the agency handle family requests additional modifications beyond the allowed MF Waiver budget?

Assure health, safety, and minimum disruption of occupants of the home while modifications are being completed.

Assure at a minimum, a standard 1-year written warranty of the work completed, including both materials and labor, to the person, the guardian, homeowner, or other family members.

Assurance of customer satisfaction with service and address how you will obtain customer input and agreement from the individual, family, therapist, and subcontractor.
IV. OVERVIEW OF REVIEW PROCESS

A. Application Review Process

1. Each section will be scored and must achieve a passing score. A passing score is 100% of all possible points available for the area being scored.
2. Scoring is by committee/or subject matter expert.
3. The program manager reviews all MF Waiver applications. The Bureau of Behavioral Supports (BBS) reviews behavior service provider applications. Therapy Coordinators review the therapy service provider applications. After final review of the application, the application is then sent to the Committee Chair (PEU).
4. The Lead is responsible for pulling together the local committee comprised of appropriate committee members, including any additional staff needed for a particular review.
5. The Lead is responsible to send a completely vetted application with one (1) finalized score sheet from the local Committee to the Committee Chair by the established deadline.
6. Providers must score at least a 99% to receive a Provider Agreement. Applications may be approved/denied as a whole or by service type.
7. If less than 99% is received in the “Standard Program Description” area, a full application denial will be issued.
8. Individual service type, in conjunction with applicable authoritative documents, may also be approved/denied; however, denial by service type does not constitute a full denial. Anything scored less than a 75% will be returned to the applicant through the following Remediation Process.

B. Remediation Process for Existing Medically Fragile (MF) Waiver Providers

1. A first written Request for Information (RFI) will be issued by the Committee Chair (PEU) to the provider. The provider has ten (10) business days to return the RFI to the Committee Chair. If the RFI is not returned or remains insufficient:
2. A second, written RFI will be issued by the Committee Chair to the provider with a referral to obtain Technical Assistance (TA) by the Lead. The TA can be provided by the committee or the regional office. TA from DDSD should be consistent across the State, regardless of which DDSD employee is providing the TA. The Provider has ten (10) business days to return the second RFI to the Committee Chair. If the RFI is not returned or remains insufficient:
3. A third RFI will be issued by the Committee Chair in conjunction with a State-imposed Moratorium. The moratorium will remain in effect until the issue is remedied or through transition process mentioned below. The Provider has ten (10) business days to return the RFI to the Committee Chair. If the RFI is not returned or remains insufficient:
4. An application fee of five-hundred dollars will be charged to the Provider for the additional review by the Committee Chair. The Provider has ten (10) business days to return the RFI to the Committee Chair. If the RFI is not returned or remains insufficient:
5. A Denial will be issued by DDSD. The denial will be issued by the Committee Chair for one-year from the date the last person is transitioned out of the provider agency.

6. If a denial is issued, the transition process will begin immediately.

C. Remediation Process for New Providers

1. A first written Request for Information (RFI) will be issued by the Committee Chair to the provider, the provider has ten (10) business days to return the RFI to the Committee Chair. If the RFI is not returned or remains insufficient.

2. A second written RFI will be issued by the Committee Chair to the provider with a referral to obtain Technical Assistance (TA) by the Lead. The TA can be provided by the committee or the regional office. TA from DDSD should be consistent across the State, regardless of which DDSD employee is providing the TA. The Provider has ten (10) business days to return the second RFI to the Committee Chair.

3. If the RFI is not returned or remains insufficient a third RFI will be issued by the Committee Chair to the provider including the original referral for TA. The Provider has ten (10) business days to return the RFI to the Committee Chair. If the RFI is not returned or remains insufficient.

4. An application fee of five-hundred dollars will be charged by the Committee Chair to the Provider for the additional review. The Provider has ten (10) business days to return the RFI to the Committee Chair. If the RFI is not returned or remains insufficient.

5. A Denial will be issued by DDSD. The Denial will be issued by the Committee Chair for one-year from the date of denial.

D. Term of Agreement

1. For providers of services which require accreditation:
   a. New providers will be awarded two (2): one (1) year provisional Provider Agreements. This will allow time for the agency to obtain accreditation as required by DDSD.
   b. Providers that are subject to review by the Quality Management Bureau will be surveyed six months from the date of service to an individual on the MFW.
   c. Renewing providers will receive up to a three (3) year term based on scoring and on the recommendations of the DDSD personnel.
   d. The Provider Agreement will never exceed the accreditation term.

2. For providers of services which do not require accreditation:
   a. New providers will receive a one (1) year provisional term.
   b. Renewing providers may receive up to a three (3) year term depending on the scoring and recommendations received by DDSD personnel.
3. **For renewing providers**, the Term of the Agreement may be impacted by agency referrals to the Internal Review Committee (IRC), the number of corrective action plans implemented within the previous twenty-four (24) months and number of plans demonstrating closure with any deficiencies or findings. Corrective action plans include but are not limited to:
   a. Individual Quality Review (IQR) findings.
   b. Corrective and Preventive Action Plans related to reporting of Abuse, Neglect and Exploitation (ANE).
   c. Plan of Correction (POC) related to Quality Management Bureau (QMB) compliance surveys.
   d. Civil Monetary Penalties (CMP), Performance Improvement Plans (PIP), and Statewide Imposed Moratoriums related to Regional Office Contract Management.
   e. Directed Plans of Corrective Active (DCA) related to Internal Review Committee.
I. DDSD CONTACT INFORMATION

Community Programs Bureau
Provider Enrollment Unit
Tammy M. Barth, Manager
P.O. Box 26110
Santa Fe, NM 87502-0110
Phone: (505) 469-8480
Fax: (505) 476-8894

Bureau of Behavioral Supports
Susan Seefeldt, Bureau Chief
5300 Homestead, Suite 223
Albuquerque, NM 87110
Phone: (505) 220-0580
Main Line: (505) 841-5532
Fax: (505) 841-5554

Metro Regional Office
Michael Driskell, Regional Office Director
5300 Homestead, 2nd Floor
Albuquerque, NM 87110
Phone: (505) 595-4458
Toll Free: (800) 283-8415
Fax: (505) 841-2987

Clinical Services Bureau
Alecia Pulu, Bureau Chief
5300 Homestead, 2nd Floor
Albuquerque, NM 87110
Phone: (505) 538-0890
Toll Free: (800) 283-8415
Fax: (505) 841-2987

Northeast Regional Office
Vacant Regional Office Director
224 Cruz Alta, Suite B
Taos, NM 87571
Phone: (505) 476-2730
Toll Free: (866) 315-7123
Fax: (575) 758-5973

Medically Fragile Waiver
VACANT, Program Manager
5300 Homestead, 2nd Floor
Albuquerque, NM 87110
Phone: (505)
Fax: (505) 841-2987

Northwest Regional Office
Aaron Joplin, Regional Office Director
355 S. Miller
Farmington, NM 87401
Phone: (505) 478-3035
Toll Free: (866) 862-0448
Fax: (505) 326-3148

Supports Waiver
Anysia Fernandez, Program Manager
224 Cruz Alta, Suite B
Taos, NM 87571
Phone: (505) 629-7476
Toll Free: (866) 315-7123
Fax: (575) 758-5973

Southeast Regional Office
Guy Irish, Regional Office Director
726 B. South Sunset
Roswell, NM 88203
Phone: (575) 246-0024
Toll Free: (866) 895-9138
Fax: (575) 624-6104

Community Inclusion - Employment
Frank Gaona, Supported Employment Lead
5300 Homestead, 2nd Floor
Albuquerque, NM 87110
Phone: (505) 795-2821
Toll Free: (800) 283-5500
Fax: (505) 841-5546

Southwest Regional Office
Isabel Casaus, Regional Office Director
1170 N. Solano Drive, Suite G Las Cruces, NM 88001-2369
Phone: (575) 932-8221
Toll Free: (866) 742-5226
Fax: (575) 528-5194
APPENDIX 1

**MEDICAID REGULATIONS**
Go to the NM Human Services Department website at:
https://www.hsd.state.nm.us/LookingForInformation/medical-assistance-division-1.aspx

1. Medicaid Eligibility Home and Community Based Waiver Services
2. Benefit Description
3. Income and Resource Standards
4. Recipient Policies

Chapter 314 Home and Community-Based Services, Waivers and Providers
Program Rules | New Mexico Human Services Department (state.nm.us)
Medically Fragile Waiver

**MF WAIVER SERVICE STANDARDS**
Go to the DDSD website at:
https://nmhealth.org/about/ddsdpven/ddmfen/

**BILLING RATES for the MF WAIVER**
Go to the NM Human Services Department website at:
Fee for Service | New Mexico Human Services Department (state.nm.us)

**DDSD SAMPLE PROVIDER AGREEMENT**
Go to the NM Department of Health website at:
https://nmhealth.org/about/ddsdpven/ddmfen/

**DDSD ACCREDITATION INFORMATION**
Go to the NM Department of Health website at:
https://www.nmhealth.org/publication/view/policy/7616/

**INCIDENT MANAGEMENT SYSTEM GUIDE**
Go to the NM Department of Health website at:
Health Improvement (nmhealth.org)

**TRANSITION OF DD WAIVER INDIVIDUALS**
Go to the NM Department of Health website at:
https://www.nmhealth.org/publication/view/policy/7012/
Go to Chapter 9 – Transitions

**TRAINING REQUIREMENTS**
Go to the NM Department of Health website at:
Clinical Services Training (nmhealth.org)

**THE MEANINGFUL DAY IDEA BOOK**
The definition of a Meaningful Day
Go to the NM Department of Health website at:
https://nmhealth.org/publication/view/general/4079/
## APPENDIX 2

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>ADA</td>
<td>Americans with Disabilities Act</td>
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<tr>
<td>ADL</td>
<td>Activities of Daily Living</td>
</tr>
<tr>
<td>ANE</td>
<td>Abuse Neglect and Exploitation</td>
</tr>
<tr>
<td>ARA</td>
<td>Annual Resource Allotment</td>
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<tr>
<td>ARM</td>
<td>Aspiration Risk Management</td>
</tr>
<tr>
<td>AWMD</td>
<td>Assistance with Medication Delivery</td>
</tr>
<tr>
<td>AT</td>
<td>Assistive Technology</td>
</tr>
<tr>
<td>BBS</td>
<td>Bureau of Behavioral Supports</td>
</tr>
<tr>
<td>BCP</td>
<td>Behavior Crisis Intervention Plan</td>
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<tr>
<td>BSC</td>
<td>Behavior Support Consultation</td>
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<tr>
<td>BWS</td>
<td>Budget Worksheet</td>
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<tr>
<td>CARMP</td>
<td>Comprehensive Aspiration Risk Management Plan</td>
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<tr>
<td>CCS</td>
<td>Customized Community Supports</td>
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<tr>
<td>CIA</td>
<td>Client Individual Assessment</td>
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<td>CIE</td>
<td>Community Integrated Employment</td>
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<td>CIHS</td>
<td>Customized In-Home Supports</td>
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<td>CIU</td>
<td>Client Information Update</td>
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<tr>
<td>CMA</td>
<td>Certified Medication Aide</td>
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<td>CMS</td>
<td>Centers for Medicare and Medicaid Services</td>
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<tr>
<td>COE</td>
<td>Category of Eligibility</td>
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<tr>
<td>COP</td>
<td>Condition of Participation</td>
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<tr>
<td>CPA</td>
<td>Corrective and Preventive Action Plan</td>
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<td>CPB</td>
<td>Community Programs Bureau</td>
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<td>CPR</td>
<td>Cardiopulmonary Resuscitation.</td>
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<td>CRU</td>
<td>Central Registry Unit</td>
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<td>DDSD</td>
<td>Developmental Disabilities Supports Division</td>
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<tr>
<td>DDSQI</td>
<td>Developmental Disabilities Services Quality Improvement</td>
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<tr>
<td>DCP</td>
<td>Decision Consultation Process</td>
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<tr>
<td>DHI</td>
<td>Division of Health Improvement</td>
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<tr>
<td>DME</td>
<td>Durable Medical Equipment</td>
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<tr>
<td>DOH</td>
<td>Department of Health</td>
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<tr>
<td>DSP</td>
<td>Direct Support Personnel</td>
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<tr>
<td>DVR</td>
<td>Division of Vocational Rehabilitation</td>
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<tr>
<td>e-CHAT</td>
<td>Electronic Comprehensive Health Assessment Tool:</td>
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<tr>
<td>EMSP</td>
<td>Environmental Modification Service Provider</td>
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<tr>
<td>EPR</td>
<td>Emergency Physical Restraint</td>
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<td>EPSDT</td>
<td>Early Periodic Screening Diagnosis and Treatment</td>
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<tr>
<td>FRC</td>
<td>Friends and Relationships Course</td>
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<tr>
<td>GER</td>
<td>General Events Reporting</td>
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<tr>
<td>GERD</td>
<td>Gastro Esophageal Reflux Disease</td>
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</table>
H&P  Health and Physical
HCBS  Home and Community Based Services
HCP  Health Care Plan
HIPAA  Health Insurance Portability and Accountability Act
HRC  Human Rights Committee
HSD  Human Services Department
IAASP  Individual Action and Safety Plan
I/DD  Intellectual and/or Developmental Disabilities
ICF/IID  Intermediate Care Facility for Individuals with ID
ID  Intellectual Disability
IDEA  Individuals with Disabilities Education Act
IDT  Interdisciplinary Team
IEB  Intake and Eligibility Bureau
IMB  Incident Management Bureau
IMLS  Intensive Medical Living Services
IQR  Individual Quality Review
IRC  Internal Review Committee
ISD  Income Support Division
ISP  Individual Service Plan
IST  Individual Specific Training
ITP  Individual Transition Plan
JCM  Jackson Class Member
KPI  Key Performance Indicator
LCA  Living Care Arrangement
LOC  Level of Care
LPN  Licensed Practical Nurse
MAAT  Medication Administration Assessment Tool
MAR  Medication Administration Record
MCO  Managed Care Organization
MERP  Medical Emergency Response Plan
NMAC  New Mexico Administrative Code
OOHP  Out of Home Placement
OR  Outside Review(er)
OT  Occupational Therapy/Therapist
PBS  Positive Behavior Support
PBSA  Positive Behavior Supports Assessment
PBSP  Positive Behavior Supports Plan
PCA  Person Centered Assessment
PCP  Person-centered planning
PEU  Provider Enrollment Unit
PFOC  Primary Freedom of Choice
POC  Plan of Correction
PPMP  PRN Psychotropic Medication Plans
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>PRN</td>
<td>Pro Re Nada- as-needed</td>
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<tr>
<td>PRSC</td>
<td>Preliminary Risk Screening and Consultation</td>
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<tr>
<td>PT/PTA</td>
<td>Physical Therapy/Therapy(ist)/ PT Assistant</td>
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<tr>
<td>QA</td>
<td>Quality Assurance</td>
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<tr>
<td>QI</td>
<td>Quality Improvement</td>
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<tr>
<td>QIS</td>
<td>Quality Improvement Strategy</td>
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<tr>
<td>QMB</td>
<td>Quality Management Bureau</td>
</tr>
<tr>
<td>RFI</td>
<td>Request for Information</td>
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<tr>
<td>RMP</td>
<td>Risk Management Plan</td>
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<tr>
<td>RN</td>
<td>Registered Nurse</td>
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<tr>
<td>RORA</td>
<td>Regional Office Request for Assistance</td>
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<tr>
<td>SE</td>
<td>Supported Employment</td>
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<tr>
<td>SFOC</td>
<td>Secondary Freedom of Choice</td>
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<tr>
<td>SLP</td>
<td>Speech-Language Pathologist</td>
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<tr>
<td>SSE</td>
<td>Socialization and Sexuality Education</td>
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<tr>
<td>SARL</td>
<td>Statewide Aspiration Risk List</td>
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<tr>
<td>TPA</td>
<td>Third Party Assessor</td>
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<tr>
<td>TSS</td>
<td>Teaching and Support Strategies</td>
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<tr>
<td>WCF</td>
<td>Waiver Change Form</td>
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<td>WDSI</td>
<td>Written Direct Support Instructions</td>
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<tr>
<td>WIOA</td>
<td>Workforce Innovation and Opportunity ACT</td>
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</tbody>
</table>
APPENDIX 3

MEDICALLY FRAGILE WAIVER

ADLs  ACTIVITIES OF DAILY LIVING
APS  ADULT PROTECTIVE SERVICES
AT  ASSISTIVE TECHNOLOGY
BHSD  BEHAVIOR HEALTH SERVICE DIVISION
BSC  BEHAVIOR SUPPORT CONSULTATION
CC  CARE COODINATOR
CDA  CAPPED DOLLAR AMOUNT
CIA/FCR  COMPREHENSIVE INDIVIDUALIZED ASSESSMENT-FAMILY CENTERED REVIEW
CIU  CLIENT INFORMATION UPDATE
CM  CASE MANAGER
CMS  CENTER FOR MEDICARE/MEDICAIDE SERVICES
CMSA  CASE MANAGEMENT SOCIETY OF AMERICA
CNA  COMPREHENSIVE NEEDS ASSESSMENT
CNP  CERTIFIED NURSE PRACTICITONERA
COE  CATEGORY OF ELIGIBILITY
CPS  CHILD PROTECTIVE SERVICES
CQIP  CONTINUOUS QUALITY IMPROVEMENT PLAN
DD  DEVELOPMENTAL DISABILITIES
DDPC  DEVELOPMENTAL DISABILITIES PLANNING COUNCIL
DDSD  DEVELOPMENTAL DISABILITY SERVICE DIVISION
DHI  DIVISION OF HEALTH IMPROVEMENT-
DOH  DEPARTMENT OF HEALTH
DSP  DIRECT SUPPORT PERSONEL
DVR  DIVISION OF VOCATIONAL REHABILITATION
EMOD  ENVIRONMENTAL MODIFICATIONS
EMSP  ENVIRONMENTAL MODIFICATIONS SERVICE PROVIDER
EPSDT  EARLY PERIODIC SCREENING DIAGNOSIS AND TREATMENT
FIT  FAMILY INFANT TODDLER
H & P  HISTORY AND PHYSICAL
HCBS  HOME AND COMMUNITY BASED SERVICES
HED  HEALTH EDUCATION DEPARTMENT
HH  HOME HEALTH AGENCY
HHA  HOME HEALTH AIDE
HIPAA  HEALTH INSURANCE PORTIBILITY AND ACCOUNTABILITY ACT
HSD  HUMAN SERVICE DEPARTMENT
IADL  INSTRUMENTAL ACTIVITIES OF DAILY LIVING
ICC  FAMILY INFANT TODLER INTERAGNCY COORDINATING COUNCIL
ICF  INTERMEDIATE CARE FACILITY
IDDSI  INTERNATIONAL DYSPHAGIA DIET STANDARDISATION INITIATIVE
IDEA  INDIVIDUALS WITH DISABILITIES EDUCATION ACT
IDT  INTERDISCIPLINARY TEAM
IEP  INDIVIDUAL EDUCATIONAL PLAN