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Mi Via Waiver Advisory Committee Meeting

The next Mi Via Advisory Committee Meeting will be held on Thursday, January 22, 2015 1pm-4pm in Santa Fe, New Mexico at the Toney Anaya Building in the Rio Grande Room, 2550 Cerrillos Road, Santa Fe NM 87505. If you would like to call in for the meeting please call 1-712-432-0360 pass code 742089#

Mi Via Website

The New Mexico Department of Health (DOH) is currently developing a new website location. The Mi Via Website can still be accessed by typing www.mivianm.org into your browser or "Mi Via" into your search engine which will provide access to the Department of Health's website link for Mi Via. You can also access the Mi Via website by typing <http://nmhealth.org/about/ddsd/cib/mvw/> into your browser. Upon arriving at the Mi Via page, you will see the term "archive" in the URL address. This is solely for website development purposes and not an indicator of an outdated website. You can also access the Mi Via website through the Human Services Department at <http://www.hsd.state.nm.us/LookingForInformation/mivia.aspx>. We hope this provides you with multiple avenues to access the website and appreciate your patience with the DOH website development process.

You're Invited!

The Mi Via Advisory Committee is excited to be accepting nominations for membership to the Advisory Committee. We are inviting Mi Via Participants, family members and other Mi Via Stakeholders which could include parents, spouses, guardians, Participant Representatives, Advocates, Participant Employees, and Participant Service Providers to serve as active members of the Committee. The Committee is seeking nominations specifically from interested parties to represent the Northwest, Southwest and Southeast Regions of New Mexico. Membership to the Committee is for a three year term with Consultant representatives having a two year term. Members to the Committee will be expected to attend all meetings (in person or by telephone) which will be held quarterly. Nomination Forms can be accessed at the Mi Via Website (www.mivianm.org) or by contacting Christine Wester, Mi Via Program Manager at (505)-841-5510 or christine.wester@state.nm.us. Nominations must be received by January 8, 2015. Please submit the Nomination Form to Christine Wester, Mi Via Program Manager at christine.wester@state.nm.us or fax to 505-841-6523. New Members will be announced at the Advisory Committee meeting on January 22, 2015. This is a great opportunity to become involved with guiding the future of Mi Via and all experience levels are welcomed.

Mi Via

Contact Information:

Phone: 1-866-916-0310

8:00 am to 5:00 pm Mon. - Fri.

Toll-free Fax: 1-866-302-6787

E-mail: mi.via@xerox.com

Web: <http://www.MiViaNM.org>

Physical Address:

1720-A Randolph Rd SE
Albuquerque, NM 87106

If you would like to sign up for training to use FOCo**Online** to review/approve timesheets and check your budget, call
Mi Via at
1-866-916-0310

Note:

The Mi Via Advisory Committee works with the State to share information and help with communication among all Mi Via Participants.

Molina Healthcare is the Third Party Assessor (TPA) for Mi Via. They are responsible for reviewing and approving the Service and Support Plans (SSP).

Call Reference Number

When calling Xerox, you should be provided with a Call Reference Number (CRN). This number is the reference number associated with the call. If you are not provided with a CRN, please ask the representative for this number.

Completing Paperwork

To avoid delays of employee or vendor payments, please use blue or black ink when completing paperwork. Other colors of ink are not dark enough once paperwork is faxed or scanned to Xerox for processing.

Payment for Mileage

Make sure to complete the mileage form in its entirety. The top portion includes the driver's (employee) name, the last four digits of their social security number, the participant's name and date of birth, and the employee's vehicle year, vehicle model, driver's license number and license plate number.

The next portion of the form must include the date of trip, location from and to, odometer starting and ending number, total number of miles, and purpose of the trip. In the purpose of the trip section, the employee or vendor writes in the reason they are driving (for example, driving to the community center). Please remember that Self-Direction is unable to pay for medical transportation (for example, to/from a medical doctor's office). Please see the Code of Federal Regulations, 42 CFR §431.53 for further details.

Both the Driver and Employer need to sign and date the Mileage Form.

Please contact the Self-Direction Help Desk at 1-866-916-0310 for assistance or if you would like a toolkit to help you complete the form.

FOCo**Online** Training

You can now take the FOCo**Online** training on your own, at any time, from the Mi Via website home page at <http://mivianm.org>. A list of frequently asked questions and a training manual is also included.

If you are an employer, please take the Employer training Parts I & II. If you are an employee, you only need to take the Employee training.

Please complete the quiz at the end of the training to help you review the information. Once the training is completed, you will be directed to the FOCo**Online** Account Authorization form. You will need to complete this in order to login to FOCo**Online**.

Please note, for employees, your Employer must also have access to FOCo**Online** so they can approve your timesheet.

Dates to Remember in December

December 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
November 30	1	2	3	4	5 <i>Vendor Checks Received or Deposited</i>	6 <i>Deadline to submit PRFs for 12/19/14 payment</i>
7	8	9	10	11	12 <i>Paychecks and Vendor Checks Received or Deposited; end of the pay period.</i>	13 <i>Deadline to submit timesheets, Mileage & PRFs for 12/26/14 payment; new pay period begins</i>
14	15	16	17	18	19 <i>Vendor Checks Received or Deposited</i>	20 <i>Deadline to submit PRFs for 1/2/15 payment</i>
21	22	23	24	25 <i>Xerox and State Offices Closed</i>	26 <i>Paychecks and Vendor Checks Received or Deposited; end of the pay period.</i>	27 <i>Deadline to submit timesheets, Mileage & PRFs for 1/9/15 payment; new pay period begins</i>
28	29 <i>Spending Reports Mailed to EORs</i>	30	31	January 1 <i>Xerox and State Offices Closed</i>	January 2 <i>Vendor Checks Received or Deposited</i>	January 3 <i>Deadline to submit PRFs for 1/16/15 payment</i>

Mi Via Circle of Support

Agency Name	Contact Name	Phone	E-mail	Region(s)
AAA Participant Direction	Dave Murley	505-508-5524	aaapd4@gmail.com	All of New Mexico
CNRAG, Inc. (Care Network Resource Assistance Group)	Gale Idstein	575-650-0053	gidstein@cnragusa.com	Metro, SE and SW
Consumer Direct Personal Care (CDPC)	Sandra Woodward Jacob Patterson	1-866-786-4999	sandraw@consumerdirectonline.net jacobp@consumerdirectonline.net	All of New Mexico
Los Amigos, LLC	Sergio Garcia	1-888-843-2621	Sergio@losamigosbs.com	Metro and NE
Self-Directed Choices	Don Skaar	505-508-1663 or 877-464-1252	don@sdchoices.com	All of New Mexico
UNM Center for Development and Disability (CDD)	Vonnie Sachse	505-272-4631	vsachse@salud.unm.edu	All of New Mexico
Human Services Department / Medical Assistance Division – Exempt Services and Program Bureau PO Box 2348, Santa Fe, NM 87504-2348, Toll-free Phone: 1-888-997-2583, Fax: 505-827-7277 Manages the FMA /Xerox contract and the TPA/Molina contract				
Melanie Buenviaje	Mi Via Unit Staff Manager Functions: Mi Via Waiver oversight, Xerox Issues	505-827-3176	Melanie.buenviaje@state.nm.us	
Betty Sangre	Participant Issues Resolution & Eligibility Functions: HSD/ISD Issues, Molina TPA Issues	505-476-7255	betty.sangre@state.nm.us	
Department of Health / Developmental Disabilities Supports Division 5301 Central NE, Suite 203, Albuquerque, NM 87108. Phone: 1-800-283-5548 Operates the Mi Via Program for Developmental Disability (DD) and Medically Fragile (MF) Populations Oversees consultant agency contracts				
Christine Wester	Functions: Consultant Agency oversight, LRI Approvals, Consultant Oversight and Issues, Fair Hearings	505-841-5510	christine.wester@state.nm.us Fax: 505-841-6523	
Marie Velasco	Functions: Environmental Modifications (E-mods), Waiver Change Forms, Consultant Agency Change Forms, Allocation Issues,	505-841-2917	marie.velasco@state.nm.us Fax: 505-841-5546	
Iris Clevenger	Functions: Waiver Change Forms (Medically Fragile), Consultant Agency Change Forms (Medically Fragile), Allocation Issues (Medically Fragile)	505-841-2913	iris.clevenger@state.nm.us Fax: 505-841-2987	
Regina Lewis	Functions: Allocation Issues, Fair Hearings, Consultant Oversight/Issues, Participant Issues, LRI Coordination	505-851-5519	regina.lewis@state.nm.us Fax: 505-841-6523	
Molina Healthcare of New Mexico 8801 Horizon Blvd, Albuquerque, NM 87113. Phone: 1-800-377-9594 ext. 180921				