



In This Issue

You're Invited!

Mi Via Advisory Committee Meeting

Mi Via Self-Directed Waiver FMA Forms

Safari and Chrome Access

Timeframe for Checks Returned

Direct Deposit is Recommended for Employees and Vendors

FOCoSonline Training

Dates to Remember in March

Mi Via Circle of Support

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 from across the state to serve as active members of the Committee. Membership to the Committee is for a three year term with Consultant representatives having a two year term. The Committee has decided to add one more Consultant position to the Committee and encourages Consultants to apply. 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 April 3, 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 April 23, 2015. This is a great opportunity to become involved with guiding the future of Mi Via and all experience levels are welcomed.

Mi Via Waiver Advisory Committee Meeting

The next Mi Via Advisory Committee Meeting will be held on Thursday, April 23, 2015 1pm-4pm in Albuquerque, NM at the Department of Health/Developmental Disabilities Supports Division office, 5301 Central NE, Suite 203, Albuquerque NM 87108. If you would like to call in for the meeting please call 1-712-432-0360 pass code 742089#.

Mi Via Self-Directed Waiver FMA Forms

Mi Via Self-Directed Waiver FMA forms are no longer available on the Mi Via Waiver Website. All FMA forms can now be found at: <https://nmmedicaid.acs-inc.com/static/ProviderInformation.htm#Self-DirectionForms> under the topic: "Self-Direction FMA Forms (Mi Via & Self-Directed Community Benefit)". All forms have been posted to this website for your use.

Safari and Chrome Access

Although FOCoSonline is now compatible with Safari and Google Chrome in addition to Internet Explorer and Firefox, it is compatible only on desktop and laptop platforms. At this time it is not compatible with phones or tablets so trying to access FOCoSonline on your phone or tablet may yield unexpected or undesired results.

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.

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

Timeframe for Checks Returned

If a check is lost or stolen, please notify Xerox and a check can be reissued 30 days from the date the original check was issued.

If a check is returned and a new one needs to be reissued (for example: due to an incorrect amount), a new check will be reissued in 10 days.

In both cases, the Affidavit-Statement of Lost or Stolen Check needs to be filled out and submitted.

Direct Deposit Is Recommended for Employees and Vendors

If a provider (employee or vendor) is set up on direct deposit, they will receive their payment deposited in their bank account and will not need to wait to receive their check. This also means that you will not need to worry about a check getting lost or stolen. The deposit into your provider's bank account will happen on Friday according to the payment schedule. This means that the provider (employee or vendor) can count on having their payment automatically in their bank account on Friday instead of having to wait to receive their check in the mail and then having to go the bank to deposit their check.

Please call Xerox at 1-866-916-0310 if your employees or vendors are interested in getting set up for direct deposit. Unfortunately, direct deposit is not available for some companies (such as Comcast or Wal-Mart).

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://training.focosonline.com>. 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 March

March 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6 <i>Paychecks and Vendor Checks Received or Deposited; end of the pay period.</i>	7 <i>Deadline to submit timesheets, Mileage & PRFs for 3/20/15 payment; new pay period begins</i>
8	9	10	11	12	13 <i>Vendor Checks Received or Deposited</i>	14 <i>Deadline to submit PRFs for 3/27/15 payment</i>
15	16	17	18	19	20 <i>Paychecks and Vendor Checks Received or Deposited; end of the pay period.</i>	21 <i>Deadline to submit timesheets, Mileage & PRFs for 4/3/15 payment; new pay period begins</i>
22	23	24	25	26 <i>Spending Reports Mailed to EORs</i>	27 <i>Vendor Checks Received or Deposited</i>	28 <i>Deadline to submit PRFs for 4/10/15 payment</i>
29	30	31	April 1	April 2	April 3 <i>Paychecks and Vendor Checks Received or Deposited; end of the pay period.</i>	April 4 <i>Deadline to submit timesheets, Mileage & PRFs for 4/17/15 payment; new pay period begins</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	
Christine Baca	Mi Via Unit Contract Manager Functions: Mi Via Waiver oversight, Xerox Issues	505-476-7254	ChristineL.Baca@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	
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: Environmental Modifications (E-mods), Allocation Issues, Fair Hearings, Consultant Oversight/Issues, Participant Issues, LRI Coordination	505-841-5519	regina.lewis@state.nm.us Fax: 505-841-6523	
Qualis Health One Executive Center, 8500 Menaul Blvd NE Suite B-250, Albuquerque, NM 87112. Phone: 1-866-962-2180				