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July 25, 2003

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To: Medicaid Hospice Providers

Subject: Long Term Care (LTC)
Medicaid Hospice Information Letter No. 03-02
Change in Address for Staff and Continuous Home Care Extension and
Reconsideration Requests

This is to inform you that Maxcine Tomlinson, Medicaid Hospice Program Specialist, has moved from the Long Term Care Policy Section to the Community Care Provider Services Section. All hospice policy questions and requests for continuous home care extensions and reconsiderations must be directed to the following address:

Maxcine Tomlinson
Texas Department of Human Services
Community Care Provider Services
P.O. Box 149030
Mail Code W-521
Austin, Texas 78714-9030
Phone: (512) 438-3169
Fax: (512) 438-5133

Please note the following departments and phone numbers, which can help you answer specific questions.

Medicaid hospice billing and eligibility forms, nursing facility (NF) room and board payments, enhanced rate and liability insurance, contact Provider Claims Services:

Texas Department of Human Services
Provider Claims Services
P.O. Box 149030
Mail Code Y-948
Austin, Texas 78714-9030
Phone: (512) 490-4666
Fax: (512) 490-4667

Medicaid hospice contracts, ownership changes and change of address, contact Facility Enrollment:

Texas Department of Human Services
Facility Enrollment
P.O. Box 149030
Mail Code E-342
Austin, Texas 78714-9030
Phone: (512) 438-2546

An electronic version of this letter can be accessed at:
<http://www.dhs.state.tx.us/programs/communitycare/>.

If you have any questions, please contact Maxcine Tomlinson, Medicaid Hospice Program Specialist at (512) 438-3169.

Sincerely,

Signature on file

Becky Beechinor
Assistant Deputy Commissioner
Long Term Care Services

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