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August 25, 2003

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To: Medicaid Hospice Providers

Subject: Long Term Care (LTC)
Medicaid Hospice Information Letter No. 03-05
REVISED - Submission of the Hospice Election Form 3071 and Physician Certification of Terminal Illness Form 3074

On July 25, 2003, the Texas Department of Human Services (DHS) sent you an updated contact list for the submission of copies of the election and certification forms to Community Care for the Aged and Disabled (CCAD) and Medicaid Eligibility (ME) staff. DHS failed to include the applicable counties with each regional office. The attachment includes a complete listing of regional contacts and county lists. We apologize for any inconvenience this may have caused you. **Please note that the county hospice services are provided in will dictate who the forms are to be mailed to.**

As a reminder, the Medicaid Hospice Provider Manual is very clear that copies of these forms be mailed to CCAD staff and ME. This information keeps DHS staff informed of what services are being provided to Medicaid recipients, as well as what services have changed or ended. **The original form must continue to be submitted to Provider Claims Services.**

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 Manager, at (512) 438-3169.

Sincerely,

Signature on file

Becky Beechinor
Assistant Deputy Commissioner
Long Term Care Services

BB:ck

Attachment

Texas Contacts by Region

Region 1:

Brian Barkley, Medicaid Eligibility (ME) Case Analyst, 2907 West 7th, Mail Code 260-7, Plainview, Texas 779072. Phone: (806) 296-3119, Fax: (806) 296 -3165.

Armstrong	Bailey	Briscoe	Carson
Castro	Childress	Cochran	Collingsworth
Crosby	Dallam	Deaf Smith	Dickens
Donley	Floyd	Garza	Gray
Hale	Hall	Hansford	Hartley
Hemphill	Hockley	Hutchinson	King
Lamb	Lipscomb	Lubbock	Lynn
Moore	Motley	Ochiltree	Oldham
Parmer	Potter	Randall	Roberts
Sherman	Swisher	Terry	Wheeler
Yoakum			

Region 2:

Beth Laird, P.O. Box 521, Mail Code 001-1, Abilene, Texas 79604-0521. Phone: (325) 795-5729, Fax: (325) 795-5700.

Archer	Baylor	Brown	Callahan
Clay	Coleman	Comanche	Cottle
Eastland	Fisher	Foard	Hardeman
Haskell	Jack	Jones	Kent
Knox	Mitchell	Montague	Nolan
Runnels	Scurry	Shackelford	Stephens
Stonewall	Taylor	Throckmorton	Wichita
Wilbarger	Young		

Region 3:

Jennie Holguin, 801 West Freeway, Suite 300, Mail Code 012-5, Grand Prairie, Texas 75051. Phone: (972) 337-6207. Fax: (972) 337-6273.

Collin	Cooke	Dallas	Denton
Ellis	Erath	Fannin	Grayson
Hood	Hunt	Johnson	Kaufman
Navarro	Palo Pinto	Parker	Rockwall
Somervell	Tarrant	Wise	

Region 4:

Donna Harrison, 1750 Eastman Road, Mail Code 847-1, Longview, Texas 75601-3347.
Phone: (903) 232-3284. Fax: (903) 232-3201.

Anderson	Bowie	Camp	Cass
Cherokee	Delta	Franklin	Gregg
Harrison	Henderson	Hopkins	Lamar
Marion	Morris	Panola	Rains
Red River	Rusk	Smith	Titus
Upshur	Van Zandt	Wood	

Region 5:

CCAD - Willie Watts, 210 Christie Street, Mail Code 220-1, Lufkin, Texas 75901-0508.
Phone: (936) 633-3659. Fax: (936) 633-3666.

ME - Pam Day, 5860 9th Avenue, Suite A, Mail Code 888-1, Port Arthur, Texas 77643.
Phone: (409) 963-4730. Fax: (409) 963-4739.

Angelina	Hardin	Houston	Jasper
Jefferson	Nacogdoches	Newton	Orange
Polk	Sabine	San Augustine	San Jacinto
Shelby	Trinity	Tyler	

Region 6:

Jerry Wald, Program Coordinator, P.O. Box 16017, Mail Code 176-1, Houston, Texas 77222-6017. Phone: (713) 767-2156. Fax: (713) 767-2150.

Austin	Brazoria	Chambers	Colorado
Fort Bend	Galveston	Harris	Liberty
Matagorda	Montgomery	Walker	Waller
Wharton			

Region 7:

CCAD - Theresa Sanders, P.O. Box 977, Waco, Texas 76703. Phone: (254) 750-9215.
Fax: (254) 750-9246.

ME - Shasta Neelley, P.O. Box 15995, Mail Code 016-1, Austin, Texas 78761-5995.
Phone: (512) 832-7659. Fax: (512) 834-4769.

Bastrop	Bell	Blanco	Bosque
Brazos	Burleson	Burnet	Caldwell
Coryell	Falls	Fayette	Freestone
Grimes	Hamilton	Hays	Hill
Lampasas	Lee	Leon	Limestone
Llano	Madison	McLennan	Milam
Mills	Robertson	San Saba	Travis
Washington	Williamson		

Region 8:

CCAD - Art Williams, Program Manager, P.O. Box 23990, Mail Code 278-5, San Antonio, Texas 78223. Phone: (210) 337-3494. Fax: (210) 337-3556.

ME - Cyndy Hahn, Program Manager, P.O.Box 23990, Mail Code 278-5, San Antonio, Texas 78223. Phone: (210) 337-3490. Fax: (210) 337-3556.

Atascosa	Bandera	Bexar	Calhoun
Comal	DeWitt	Dimmit	Edwards
Frio	Gillespie	Goliad	Gonzales
Guadalupe	Jackson	Karnes	Kendall
Kerr	Kinney	LaSalle	Lavaca
Maverick	Medina	Real	Uvalde
Val Verde	Victoria	Wilson	Zavala

Region 9:

Beth Laird, P.O. Box 521, Mail Code 001-1, Abilene, Texas 79604-0521. Phone: (325) 795-5729. Fax: (325) 690-5700.

Andrews	Borden	Coke	Concho
Crane	Crockett	Dawson	Ector
Gaines	Glasscock	Howard	Irion
Kimble	Loving	Martin	Mason
McCulloch	Menard	Midland	Pecos
Reagan	Reeves	Schleicher	Sterling
Sutton	Terrell	Tom Green	Upton
Ward	Winkler		

Region 10:

Yolie Enriquez 401 East Franklin, P.O. Box 981017, El Paso, Texas 79998. Phone: (915) 834-7574. Fax: (915) 834-7562.

Brewster	Culberson	El Paso	Hudspeth
Jeff Davis	Presidio		

Region 11:

Magdalena Rodriguez, 2520 South "I" Road, P.O. Box 960, Mail Code 108-1, Edinburg, Texas 78539. Phone: (956) 316-8139. Fax: (956) 316-8320.

Aransas	Bee	Brooks	Cameron
Duval	Hidalgo	Jim Hogg	Kenedy
Kleberg	Live Oak	McMullen	Nueces
Refugio	San Patricio	Starr	Webb
Willacy	Zapata		