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June 25, 2004

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To: Medicaid Hospice Providers

Subject: Long Term Care (LTC)
Hospice Provider Letter No. 04-05
Submission of the Hospice Election Form 3071 and Physician Certification of
Terminal Illness Form 3074

The Texas Department of Human Services (DHS) has updated the contact list for the submission of copies of the election and certification forms to Community Care Aged and Disabled (CCAD) and Medicaid Eligibility (ME) staff. **Please note that the county hospice services are provided in will dictate who the forms are to be mailed to.** The counties and contacts are attached for your reference.

As a reminder, the Medicaid Hospice Provider Manual is very clear that copies of these election and certification 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 forms 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

Marilyn Eaton
Long Term Care Services

ME: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:

Sue Ann Burnside, 801 West Freeway, Suite 700, Mail Code 012-5, Grand Prairie, Texas 75051. Phone: (972) 337-6287, 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:

Denise Leach, 1460 19th NW, Paris, Texas 75460-2304. Phone: (903) 737-0344, Fax: (903) 737-0330.

| | | | |
|-----------|-----------|----------|-------|
| 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.

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|-----------|-------------|---------------|-------------|
| 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.

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|-----------|------------|----------|----------|
| 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.

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|------------|------------|----------|-----------|
| 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:

Genny Manley, Region Director, P.O. Box 23990, Mail Code 279-4, San Antonio, Texas 78223. Phone: (210) 619-8008, Fax: (210) 871-6450.

| | | | |
|-----------|-----------|---------|----------|
| 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.

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|-----------|-----------|------------|----------|
| 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 | | |