



COMMISSIONER  
Adelaide Horn

January 22, 2009

To: Medicaid Hospice Providers

Subject: Information Letter No. 09-07  
Submission of the Hospice Election, Form 3071, and Physician Certification of  
Terminal Illness, Form 3074

The Texas Department of Aging and Disability Services (DADS) has updated the list of regional contacts for the submission of hospice election and certification forms to DADS Long Term Services and Support (LTSS) Regional Staff, Texas Medicaid and Healthcare Partnership (TMHP) and the Health and Human Services Commission (HHSC) Medicaid Eligibility for Persons with Disabilities (MEPD) staff. **Please note that the county in which hospice services are provided will dictate where the forms are to be sent.** The updated list of regional contacts and associated counties is attached for your reference.

As a reminder, the Medicaid Hospice Provider Manual (Section 3610) instructs hospice providers to send copies of the election and certification forms to LTSS Regional Staff (DADS Community Care Aged and Disabled case manager), TMHP and HHSC MEPD staff. This information keeps DADS' staff informed of the types of services being provided to Medicaid consumers, as well as when those services have changed or ended. **Original forms must continue to be submitted electronically or by mail to TMHP in order to receive payment for Medicaid services.**

If you have questions regarding this information, please contact the Medicaid Hospice Program Specialist, at (512) 438-3015.

Sincerely,

*[signature on file]*

Michelle Dionne-Vahalik  
Director  
Community Services

MDV:ss

Attachment

# TEXAS CONTACTS BY REGION

## Region 1:

**DADS/CCAD:** Melinda Acrey, 3501 W. 45<sup>th</sup>, Ste. L, Amarillo, TX 79101  
Phone: (806) 356-3185, Fax: (806) 356-3180

**HHSC/MEPD:** Laura Mojica or Paulette Hinckson, Clerk III, 1716 Parkway Drive,  
Lubbock, Texas 79403  
Phone: (806) 766-2737, Fax: (806) 766-6194

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:

**DADS/CCAD:** Clintona Todd, 701 S. Bryan, Mail Code 200-1, Lamesa, Texas 79331  
Phone: (806) 876-5481 ext. 117, Fax: (806) 872-2956

**HHSC/MEPD:** Ida Perez or Judith Beagle, MEPD Administrative Assistant, 622 S.  
Oakes, Suite E-1, San Angelo, Texas 76903  
Phone: (325) 659-7919, Fax: (325) 659-7939

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		

# TEXAS CONTACTS BY REGION

## **Region 3:**

**DADS/CCAD:** Rosalind Ominde, 801 W. Freeway, Ste. 700, Grande Prairie, TX 75051  
Phone: (972) 337-6101, Fax: (972) 337-6273

**HHSC/MEPD:** Daphne Shaw or Tamara Beck, 801 W. Freeway, 8<sup>th</sup> floor, Grand Prairie, TX 75051  
Phone: (972) 647-3011, Fax: (972) 264-9488

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

## **Region 4:**

**DADS/CCAD:** Sharon E. Brown, 302 E. Rieck Rd., Tyler, TX 75703-3630  
Phone: (903) 509-5103, Fax: (903) 509-5133

**HHSC/CCAD:** Irma Urbina, Phone: (903) 723-1905, ext. 240; Fax: (903) 723-0629  
330 E. Spring, Ste. D, Palestine, Texas 75801 or Aretha Davis, Phone: (903) 533-4372,  
Fax: (903) 533-4310; HHSC, 3303 Mineola Hwy, Tyler, Texas 75702

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:**

**DADS/CCAD:** Doris Gentry, 2222 Gloria Drive, Orange, TX 77630  
Phone: (409) 883-1837, Fax: (409) 883-1835

**HHSC/MEPD:** Donna Dickey, 111 N.W. Loop 304, Crockett, Texas 75835  
Phone: (936) 544-2123, Fax: (936) 544-5295 or  
Jo Lynn Churchman 1102 MLK Dr, Livingston, 77351  
Phone: (936) 327-6731, FAX: (936) 327-6739

## TEXAS CONTACTS BY REGION

### **Region 5: (continued)**

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

### **Region 6:**

**DADS/CCAD:** Antoinette Smith, DADS/CCAD, 5425 Polk, Houston, TX 77023  
Phone: (713) 767-2163, Fax: (713) 767-2151

**HHSC/MEPD:** Lucinda Cervantes, Phone: (713) 696-7117, or Ellen Balthazar, Phone: (713) 696-7170; P.O. Box 16017, Mail code 1763-2, Houston, Texas 77222-6017 Fax: (713) 696-7131

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

### **Region 7:**

**DADS/CCAD:** Theresa Sanders, 801 Austin Ave., Waco, Texas 76701  
Phone: (254) 750-9215, Fax: (254) 750-9246

**HHSC/MEPD:** John Grizzaffi or Charlene Sparks, 3000 E. Villa Maria, Bryan, Texas 77803  
Phone: (979) 776-7420, Fax: (979) 776-7445

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		

## TEXAS CONTACTS BY REGION

### **Region 8:**

**DADS/CCAD:** Mary Evelyn Osuna, P.O. Box 23990, 11307 Roszell, San Antonio, Texas 78223  
Phone: (210) 619-8149, Fax: (210) 871-6450

**HHSC/MEPD:** Asonja Thomas, Administrative Assistant, 11307 Roszell, San Antonio, Texas 78217  
Phone: (210) 619-8042, Fax: (210) 871-6450

**HHSC/MEPD:** Dorothy Wilson, 2534 Castroville Road, San Antonio, Texas 78237  
Phone: (210) 431-8778, Fax: (210) 431-2364

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:**

**DADS/CCAD:** Clintonna Todd, DADS/CCAD, 701 S. Bryan, Lamesa, Texas 79331  
Phone: (806) 872-5481 ext. 117, Fax: (806) 872-2956

**HHSC/MEPD:** Ida Perez or Judith Beagle, MEPD Administrative Assistant, 622 S. Oakes, Suite E-1, San Angelo, Texas 76903  
Phone: (325) 659-7919, Fax: (325) 659-7939

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		

## TEXAS CONTACTS BY REGION

### **Region 10:**

**DADS/CCAD:** Sylvia C. Guerra, 401 E. Franklin, 4<sup>th</sup> floor, El Paso, TX 79901  
Phone: (915) 834-7567, Fax: (915) 834-7562

**HHSC/MEPD:** Irma Lopez or Patricia Webster, 5150 El Paso Drive, El Paso, Texas 79905  
Phone: (915) 775-4597 or (915) 755-4412, Fax: (915) 775-4446

Brewster	Culberson	El Paso	Hudspeth
Jeff Davis	Presidio		

### **Region 11:**

**DADS/CCAD:** Magdalena Rodriguez, 2520 South "I" Road, Edinburg, Texas 78539  
Phone: (956) 316-8139, Fax: (956) 316-8320

**HHSC/MEPD:** Josephine Scheffer or Anna Webber, 5155 Flynn Parkway, Corpus Christi, Texas 78411  
Phone: (361) 878-3301, Fax: (361) 878-3397

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