

New Mexico Medicaid

Checklist: DD Traditional Waiver Budget



Case Management Agency to submit the following fully completed documents and worksheets for DDW Budget:

DDW Traditional Budgets

___ Fax Cover Sheet

___ Budget Worksheets

___ Relevant section(s) of ISP:

Verification that the ISP meets the following criteria:

___ Vision Statement is completed, and states what the person would like for themselves in the future.

___ Outcome statement for each Life area relates to the person's Vision statement, and identifies how the individual will achieve that Vision.

___ Outcome Statement for each Life area is measurable, and it can be readily determined when it is accomplished, or completed.

___ Each Action Plan states who is responsible to support the individual in achievement of this Outcome.

___ Relevant TSPAR, BCSPAR, ANSPAR document(s)

___ Relevant DOH justification **as necessary*

For ARA Budgets (Jackson Class members, children and Independent Living and DDW Group G)

___ MAD 046

___ Fax Cover Sheet

Relevant section(s) of ISP:

Verification that the ISP meets the following criteria:

___ Vision Statement is completed, and states what the person would like for themselves in the future.

___ Outcome statement for each Life area relates to the person's Vision statement, and identifies how the individual will achieve that Vision.

___ Outcome Statement for each Life area is measurable, and it can be readily determined when it is accomplished, or completed.

___ Each Action Plan states who is responsible to support the individual in achievement of this Outcome.

___ Relevant DOH justification for Independent Living/DDW Group G scenario

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Please double check the accuracy of all information submitted:

- ___ Correct spelling of recipient name
- ___ Accuracy of recipient Medicaid ID
- ___ Recipient date of birth
- ___ Correct service dates
- ___ All NM state service provider ID's
- ___ Revisions identified appropriately by correct dates and numbers on appropriate section of worksheet
- ___ Ensure completeness of all required fields on budget