State of New Jersey
DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES

CHRISTINE TODD WHITMAN
Governor

WILLIAM WALDMAN
Commissioner

VELVET G. MILLER
Director

MEDICAID COMMUNICATION NO. 96-19 **DATE:** September 11, 1996

TO: County Welfare Agency Directors

SUBJECT: Medicaid District Office (MDO) Reorganization

The Division of Medical Assistance and Health Services (DMAHS) currently operates ten (10) Medicaid District Offices throughout the State of New Jersey. The MDOs provide a varied array of services to the beneficiary and provider community including prior authorization of services, identification card replacements and service referrals.

As a consequence of downsizing of staff and positioning the program for future changes, such as the transition to New Jersey Care 2000 and consolidation with the new Department of Health and Senior Services (DHSS), the Division of Medical Assistance and Health Services must reorganize MDO operations.

The Medicaid District Office operations are being divided into two separate functional areas: DMAHS operations and DHSS operations. Each area will be autonomous and have its own professional lines of authority.

DMAHS - The MDO Beneficiary and Provider Support Unit (BPSU) will continue to be administered by the local director. The BPSU will continue to provide support services to beneficiaries and providers, including prior authorization of services and monitoring of services provided, replacement of Medicaid ID cards and referral services. In addition, the BPSU will be available to assist beneficiaries and providers both during and after the major transition to New Jersey Care 2000 by providing information, advice and counsel within a managed care service delivery system. In this aspect of the reorganization, the relationship to beneficiaries and providers has not significantly changed. The addresses and telephone numbers for these operations have not changed.

DHSS - The second functional area within the MDO will be the Long-Term Care Field Office (LTCFO/DHSS). This unit will have as its primary focus the authorization and monitoring of service(s) provided to beneficiaries in Long-Term Care Nursing Facilities (LTC/NFs), Assisted Living and CCPED Waivers and Medical Day Care Services delivered to Seniors. Their primary function will be to conduct LTC/NF PreAdmission Screening (PAS), Pre-Admission Screening and Annual Resident Reviews of Mentally Ill and Mentally Retarded individuals (PASARR), and Clinical Quality Assurance of Care. Also, the LTCFO will manage Medicaid LTC policy and operations which will be supervised by the Field Office Coordinator under the direction of the Clinical Quality Manager.

This action is being taken to address the Medicaid LTC/NF population that is exempt from the New Jersey Care 2000 transition and advance long-term care under the DHSS initiatives. This action will position the LTC Field Office to better and more quickly react to changes which may impact on the LTC beneficiary population with the development of a single point of entry service model.

Enclosed for your information are two directories of names and telephone numbers of the contact person(s) for each of the MDOs, one for Beneficiary and Provider Services and the other for Long-Term Care Field Offices.

Effective July 1, 1996, please use the directories to contact the appropriate staff or unit for assistance in answering questions, clarifying policy or identifying needed services.

Sincerely,

Velvet G. Miller
Director

Susan C. Reinhard, R.N., Ph.D
Deputy Commissioner
Department Health and Senior Services

VGM/SCR:Dn
Enclosures

MEDICAID DISTRICT OFFICE DIRECTORY

A. BENEFICIARY AND PROVIDER SERVICES

Medicaid District Office	Director & Phone Number	Address
(01) Atlantic (05) Cape May (06) Cumberland **Fax #1-609-441-3152**	Barbara Smith, Director **Tel. (609) 441-3620**	1601 Atlantic Ave. 7th Floor Atlantic City, NJ 08401
(03) Burlington (11) Mercer **Fax #1-609-265-0095**	Eileen Calabro, Director **Tel. (609) 261-0448**	50 Rancocas Rd. Mt. Holly, NJ 08060
(04) Camden (08) Gloucester (17) Salem **Fax #1-609-757-4626**	Bill Underland, Director **Tel. (609) 757-2870** **Thomas Rafferty, Acting Regional Director** **Tel. (609) 757-2699**	101 Haddon Ave. 5th Floor Camden, NJ 08103
(07) Essex **Fax #1-201-642-6468**	Kate Buckley-Straussl Director **Tel. (201)648-2470** **(201)648-3700** **John Russell, Regional Director** **Tel. (201) 648-7186**	153 Halsey Street 4th Floor Newark, NJ 07101
(09) Hudson **Fax #1-201-217-7122**	Ellen Keane, Director **Tel. (201) 217-7100**	438 Summit Avenue Jersey City, NJ 07306-3186
(12) Middlesex (10) Hunterdon (18) Somerset (20) Union **Fax #1-908-603-5643**	Colleen DeMarks, Director **Tel. (908) 603-3151**	25 S. Main St. Building B, Suites 5&6 Edison, NJ 08837
(13) Monmouth **Fax #1-908-409-6446**	Frances Garrett, Director **Tel. (908) 308-1159**	1003 Highway 9 North Howell, NJ 07731-3301
(14) Morris (19) Sussex (21) Warren **Fax #1-201-631-6448**	Marie Grubin, Director **Tel. (201) 631-6440**	10 Park Place 4th Floor Morristown, NJ 07960
(15) Ocean **Fax #1-908-255-0743**	Gail Dempsey, Director **Tel. (908) 255-0731**	1510 Hooper Ave. Suite 130 Toms River, NJ 08753
(16) Passaic (02) Bergen **Fax #1-201-684-8182**	Kathleen Lohrey, Director **Tel. (201) 977-4077**	66 Hamilton St. Paterson, NJ 07505

MEDICAID DISTRICT OFFICE DIRECTORY

B. LONG-TERM CARE FIELD OFFICE

MDO	FIELD OFFICE COORDINATOR	CLINICAL QUALITY MANAGER
(01) Atlantic	Claudia Capasso	Evelyn Jackson
(05) Cape May		
(06) Cumberland		
Fax #1-609-441-3152		
TELEPHONE #	**(609) 441-3710**	**(609) 441-3634**
(03) Burlington	Claudia Capasso	Adele Kudak
(11) Mercer	(Acting)	
Fax #1-609-265-0095		
TELEPHONE #	**(609) 261-0448**	**(609) 261-0448**
(04) Camden	Claudia Cappasso	Evelyn Jackson
(08) Gloucester		
(17) Salem		
Fax #1-609-757-4626		
TELEPHONE #	**(609) 757-4693**	**(609) 757-2872**
(07) Essex	Mary Somoracki	Sharon Briggs
Fax #1-201-642-6468		
TELEPHONE #	**(201) 648-4691**	**(201) 648-4691**
(09) Hudson	Fathalla Farag	Judy Eggars
(02) Bergen		
Fax #1-201-217-7122		
TELEPHONE #	**(201) 217-7112**	**(201) 217-7103**
(12) Middlesex	Sylvia Harrington	Judy Eggars
(10) Hunterdon		
(18) Somerset		
(20) Union		
Fax #1-908-603-5643		
TELEPHONE #	**(908) 603-3162**	**(908) 603-3167**
(13) Monmouth	Craig Ross	Adele Kulak
Fax #1-908-409-6446		
TELEPHONE #	**(908) 308-1159**	**(908) 308-1159**
(14) Morris	Margo Montague	Sharon Briggs
(16) Passaic		
(19) Sussex		
(21) Warren		
Fax #1-201-684-8182		
TELEPHONE #	**(201)-977 4077**	