

**BROADCAST DMAS-56**

**DATE:** December 18, 2020

**TO:** Local directors and Medicaid staff

**FROM:** Cindy Olson, Director, Eligibility and Enrollment Services Division, Department of Medical Assistance Services

**SUBJECT:** Change in DDS Referral Process

**CONTACT:** Susan Martin at [susan.martin@dmas.virginia.gov](mailto:susan.martin@dmas.virginia.gov) or 804-629-4053

Effectively immediately, **ALL** expedited and non-expedited disability referrals for Medicaid applicants will be processed through the DSS Central Regional (Richmond) Office.

The automated DDS referral process is being updated to reflect this change. If it is necessary to send a “manual” referral or to contact DDS regarding a referral that is being processed, please use the following contact information:

<b>Richmond DDS Office</b>	<b>Hearing Contacts</b>
Central Regional Office Disability Determination Services 9960 Mayland Drive, Suite 200 Richmond, Virginia 23233	Primary Contact (schedule): Jacqueline Fitzgerald 804-367-4838
Phone: 800-523-5007 or 804-367-4700	Backup: Patrice Harris 804-367-4714
General FAX: 804-527-4523	
Expedited FAX: 804-527-4518	Hearings FAX: 804-527-4518
Professional Relations: Zachary Reynolds Office Manager: Karry Rouse Regional Director: Brett Fielding	