



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010  
RELAY MISSOURI for Hearing and Speech Impaired 1-800-735-2966 VOICE 1-800-735-2466

**Margaret T. Donnelly**  
Director



**Jeremiah W. (Jay) Nixon**  
Governor

May 5, 2009

«CONTACT»  
«PROVIDERS\_NAME»  
«ADDRESS»  
«ADDRESS\_Two»  
«CITY», «STATE» «ZIP»

Dear «SALUATION»:

Please read the following updates and information regarding the Department of Health and Senior Services (DHSS), Bureau of Special Health Care Needs (SHCN), Adult Head Injury (AHI) Program.

**IMPORTANT: BILLING INFORMATION**

The State fiscal year for DHSS is ending June 30, 2009. In order to avoid significant delay in payment, **claims for services provided in April and May 2009**, must be submitted and received in the DHSS Office of Financial and Budget Services **no later than close of business on June 5, 2009**. Sandy Gilman is the contact for all AHI Program claims processing. If there are any claims questions, please contact Sandy Gilman at (573) 751-6246. Claims maybe faxed to Ms. Gilman at (573) 522-2107.

**Adult Head Injury Program Service Coordinators Updates**

Shalon Schonhardt has replaced Rachel Lasley at the Cole County Health Department. Bobbie Jo Turner has replaced Delphine Rossi at Missouri Rehabilitation Center. Shalon and Bobbie Jo are a valuable addition to the AHI Program with each bringing experience in Community-based service coordination. Enclosed is a map of the eleven AHI Program Service Coordinators and the respective regions they cover.

**New Publication Available - The Missouri Greenbook: Living with Brain Injury**

The Missouri Head Injury Advisory Council in conjunction with its lead agency, the Missouri Department of Health and Senior Services, and the Brain Injury Association of Missouri have partnered to create *The Missouri Greenbook: Living with Brain Injury*. The publication of this booklet was supported in part by H25MC00264 from the Maternal and Child Health Bureau (Title V, Social Security Act), Health Resources and Services Administration, Department of Health and Human Services.

*The Missouri Greenbook: Living with Brain Injury*, can be viewed and ordered on line at our Publications page at: <http://www.dhss.mo.gov/SHCN/Publications.html>

[www.dhss.mo.gov](http://www.dhss.mo.gov)

**Healthy Missourians for life.**

The Missouri Department of Health and Senior Services will be the leader in promoting, protecting and partnering for health.

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.

«SALUATION»

May 5, 2009

Page 2

**Waiting List and AHI Program Prior Authorization Modification Form**

A waiting list for rehabilitative services through the AHI Program is still in existence. There are currently 224 participants on the waiting list. Since July 2008, there have been 15 participants removed from the waiting list to begin services. The AHI Program Service Coordinators continue to provide service coordination to participants on the waiting list, and identify ways to assist them with their needs until funding is available for services. The AHI Program Manager closely monitors the utilization of authorized dollars in order to identify available funds for those on the waiting list as soon as possible. Please continue to use the AHI Program Prior Authorization Modification form to notify the AHI Program Service Coordinator of unused authorized funds.

**AHI Program Provider Website**

Please check the AHI Program Provider Manual online at [www.dhss.mo.gov/SHCN/HeadInjury](http://www.dhss.mo.gov/SHCN/HeadInjury) to ensure the use of the most current Prior Authorization and Prior Authorization Modification forms.

**Provider Information Changes**

SHCN needs to be informed if there are any changes of organizational name, address or contact information. Please report all changes to Sandy Gilman at (573) 751-6246.

The AHI Program Provider's continued commitment to providing quality services for persons with traumatic brain injury is appreciated. Please feel free to contact the AHI Program staff at (573) 751-6246 for any questions or assistance.

Sincerely,

Lori Brenneke, Manager  
Adult Head Injury Program  
Bureau of Special Health Care Needs

LB:lsp

c: Gary Harbison  
AHI Program Service Coordinators  
Sandy Gilman

Enclosure