



Missouri Department of Health and Senior Services

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**Jane Drummond**  
Director

PM-08-06  
VM-08-06

November 6, 2007

**MEMORANDUM FOR HOME AND COMMUNITY BASED CARE PROVIDERS**

From: Brenda F. Campbell, Director *Brenda F. Campbell*  
Division of Senior and Disability Services

Subject: DSDS Electronic News

The Department of Health and Senior Services (DHSS), Division of Senior and Disability Services (DSDS) has established the 'DSDS Information ListServ' (computer based email system) for the purpose of disseminating important updates and memorandums. Upon full implementation, providers, vendors, and other interested parties will no longer receive an email or fax containing memos or other documents. You will receive an email alerting you to the posting of information on the DHSS website.

In order to allow sufficient time for current recipients to subscribe to the ListServ, DSDS will continue to disseminate information via existing email addresses and fax numbers through December 31, 2007. After that time, all information will be distributed through the ListServ. Please use either one of the following links to subscribe to the ListServe: <http://www.dhss.mo.gov/SeniorServices/index.html> or <http://www.dhss.mo.gov/HCBS/>. Look for the link to "DSDS E-News".

You will receive an email with a password and instructions for using the ListServ. This ListServ has been established as a one-way communication from DSDS to provide you with information quickly and efficiently. Subscribers will not be able to post questions or respond to emails received from the ListServ. Inquiries and questions may be directed to the Division via the following email address: [programintegrity@dhss.mo.gov](mailto:programintegrity@dhss.mo.gov).

As a reminder, all DSDS contractors are required to maintain Internet access as a condition of their participation. Providers and vendors will be responsible for maintaining a current and valid email address with the ListServ. If an email address repeatedly comes back as undeliverable, you will be dropped from the ListServ and will have to reapply for access.

The DSDS Information ListServ is not connected in any way to the system operated by the MO HealthNet Division (MHD). Separate enrollment, email address updates, and termination of subscriptions must be completed for each system.

[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.

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DSDS recommends periodic review of information posted for providers and vendors on the DHSS website at the following link <http://www.dhss.mo.gov/HCBS/>.

Questions regarding this information may be directed to the Bureau of Program Integrity via email at [programintegrity@dhss.mo.gov](mailto:programintegrity@dhss.mo.gov).

BFC/RS

CC: Distribution Lists 3 and 4