



COMMISSIONER
Adelaide Horn

August 7, 2009

To: Primary Home Care (PHC) Providers

Subject: Information Letter No. 09-107
Use of Form 2101 and Form 3052

This letter informs PHC providers that the Texas Department of Aging and Disability Services (DADS) is encouraging them to continue submitting Form 2101, Authorization for Community Care Services, with Form 3052, Practitioner's Statement of Medical Need.

Submission of Form 2101 aids review of requests when submitted as a companion to Form 3052. Form 3052 sometimes becomes illegible when faxed. As a result of smudged imagery, DADS staff must contact the provider to resubmit the form or correct the form over the telephone. Form 2101 is typically more legible and allows DADS to complete service requests without the delay of contacting the provider to complete reviews when only handwritten Form 3052 is submitted.

If you have any questions regarding this letter, please contact the PHC policy specialist at (512) 438-3015.

Sincerely,

[signature on file]

Tommy Ford
Interim Director
Community Services

TF:ss