



MEMORANDUM

In response to your concerns about the workload of your Medicaid Waiver Specialists, the DOEA is putting together a Medicaid Waiver Specialist workgroup. This workgroup will be tasked with defining the MW Specialists' workload, identifying essential tasks that must be performed by all Specialists, and developing ways to improve their efficiency. This exercise will include reviewing reports used by the Medicaid Waiver Specialists.

Thus far, three PSAs have appointed representatives. If you would like to have someone from your PSA participate in this workgroup, please submit that person's name to Mindy Sollisch. We will have our first conference call during the second week of December. We look forward to working with you.

TW/ms

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SECRETARY**

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