

Capitol Care CDS can help you in making the use of the required **Electronic Visit Verification (EVV)** process much easier. Our proprietary system is simple to use and easy to maintain the HHSC EVV requirements. We are YOUR go-to team!

## FAQs

### Who is eligible for CDS with Capitol Care?

Medicaid recipients enrolled in the STAR+PLUS and STAR Kids program.

### How do I find people to hire?

Because YOU are the BOSS, you can ask friends, certain family members, or neighbors, or hire others by running an ad in your local paper. Ask people in your community, such as any groups you are in or even your church.

### Does Capitol Care provide attendants or back up attendants?

No. As the employer, you are responsible for the planning of your attendant schedules.



## Contact Us

Capitol Care CDS  
1716 San Antonio St.  
Austin, TX 78701

Ph: 512-236-1070  
Fax: 512-236-1040

[CDS@txdisabilities.org](mailto:CDS@txdisabilities.org)  
[www.txdisabilities.org/CDS-Division](http://www.txdisabilities.org/CDS-Division)

Our regular business hours are 7 am - 3 pm, Monday through Thursday.

## Capitol Care CDS Team

Glenn Erickson CDS Onboarding  
512-236-1070 ext. 308

Kittrick Cuny CDS Director  
Laura Harrell CDS Coordinator  
Denise Ellison COO



# CAPITOL CARE CDS

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**You're the boss!**

**Capitol Care CDS is your agent!**

Capitol Care CDS is a service of the Coalition of Texans with Disabilities (CTD).

CTD is a 501(c)3 nonprofit organization with Federal Tax ID #74-2071160. CTD is a social and economic impact organization benefitting Texans of all ages with all disabilities. CTD is a membership organization controlled by people with disabilities.



## You're the boss! Capitol Care CDS is your agent!

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A Financial Management Services Agency (FMSA) allows Medicaid STAR+PLUS and STAR Kids recipients to hire and manage the people who will provide their attendant services.

This program is overseen by the Health and Human Services Commission (HHSC).

Capitol Care CDS is an FMSA that empowers people to make their own decisions related to the delivery of personal assistance and respite services.

## How does it work?

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Capitol Care CDS gives you greater control over your employees, schedule, and life. The flexibility of the CDS option allows you to recruit, employ, and train the attendant(s) of your choice. As a Capitol Care CDS client, you will:

- Be the employer of record for your employees.
- Hire, train, supervise, and if necessary, dismiss employees.
- Have access to trained administrative staff to assist you throughout your participation.

Capitol Care CDS will act as your fiscal management agent, providing you with the following services:

- Initial in-home/ in-office/ electronic orientation.
- Training on how to complete employee paperwork.
- Assistance with setting and adjusting your annual budget.
- Preparation and filing of required state and federal tax forms and reports.
- Processing of all payroll functions.
- Performance of criminal background checks.
- Sample job descriptions for hiring your own attendants.
- Ongoing training and support for employer-related responsibilities.

## How do I sign up?

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**Step one:** Contact your current service coordinator at your Managed Care organization (MCO) and check what counties they are registered to participate in the STAR+PLUS and/or STAR Kids programs. We can work with most MCOs in Texas. We currently accept:

- United Healthcare
- Superior HealthPlan
- Amerigroup (Wellpoint)
- BCBSTX
- Molina Healthcare
- Community First Choice

Tell them that you want Capitol Care CDS to be your Financial Management Services Agency. Just give them our phone number, 512-236-1070 ext. 308.

**Step two:** Capitol Care CDS will work with your MCO and acquire the necessary forms from them.

**Step three:** Once we have the documents from your MCO, we will work with you directly to get your forms for the CDS program completed. That's it!