



Ohio Department of Mental Retardation and Developmental Disabilities

Ted Strickland, Governor

John L. Martin, Director

February 5, 2009

To: County Board of MRDD Superintendents
County Board of MRDD COG Directors
Ohio Association of County Boards MRDD
Ohio Provider Resource Association

County Board of MRDD Waiver Contacts
County Board of MRDD SSA Directors
County Board of MRDD Business Managers
Certified IO Waiver Providers

From: Patrick Stephan, Deputy Director, Medicaid Development & Administration

RE: MDA Office Move

The Division of Medicaid Development and Administration is moving. Effective Tuesday, February 17, 2009, we will no longer be located at 35 E. Chestnut Street. All correspondence should be sent to:

**30 E. Broad Street
13th Floor
Columbus, Ohio 43215**

All regular, certified, and overnight mail should be sent to the new address beginning **Wednesday, February 11**, in order to ensure that they are not delivered to the Chestnut address after our move. ODMRDD already has existing offices on the 13th Floor, thus MDA's mail will be stored for us there until we arrive or will be retrievable as may be necessary.

MDA staff will be unavailable from 12:00pm, Friday, February 13 – 12:00pm on Tuesday, February 17. (The Department will be closed in observance of President's Day on Monday, February 16.) Staff will be unable to return phone calls or to respond to email during this time. All phone numbers and fax numbers will remain the same. The only fax number that will remain reachable during this time frame will be 614-995-4877, the PASRR fax number. We will work diligently to update forms and web pages with the new address information as soon as possible.

Please note that with our move ODMRDD will no longer have any offices located at the 35 E. Chestnut Street address. We appreciate your continued patience as we transition to our new office. If you have any additional questions, please contact Angel Morgan at 614 995-4844, or at angelia.morgan@dmr.state.oh.us. Please ensure that all County Board staff, COG staff and all appropriate parties receive a copy of this communication.

Thank you.