



DIVISION OF QUALITY ASSURANCE
1 WEST WILSON STREET
P O BOX 2969
MADISON WI 53701-2969

Jim Doyle
Governor

Kevin R. Hayden
Secretary

State of Wisconsin

Department of Health and Family Services

Telephone: 608-266-8481
FAX: 608-267-0352
TTY: 888-241-9432
dhfs.wisconsin.gov

Date: June 26, 2007

DQA Memo 07-009

To: Ambulatory Surgery Centers	ASC 04
Adult Day Care Centers	ADC 03
Adult Family Homes	AFH 06
Certified Mental Health and AODA	CMHA 06
CLIA Labs	
Community Based Residential Facilities	CBRF 06
End Stage Renal Dialysis Units	ESRD 04
Facilities for the Developmentally Disabled (FDD)	FDD 06
Home Health Agencies	HHA 05
Hospices	HSPC 05
Hospitals	HOSP 06
Nurse Aide Training Programs	NATP 05
Nursing Homes	NH 06
Outpatient Rehabilitation Facilities	OPT/SP 04
Residential Care Apartment Complexes	RCAC 06
Rural Health Clinics	RHC 06

From: Jane Walters
Deputy Administrator

Division of Quality Assurance Southern Regional Office Move

The purpose of this memo is to inform providers of the relocation of Bureau of Health Services (BHS), Bureau of Nursing Home Resident Care (BNHRC), and Bureau of Assisted Living (BAL) personnel currently housed at 2917 International Lane.

The BHS Office will be moving from 2917 International Lane, Suite 300, to 1 West Wilson Street, Room 1150, Madison WI 53703, on July 24, 2007. As of July 20, 2007, all correspondence should be mailed to the 1 West Wilson Street address. Mail going to **BHS** should be addressed to the **Bureau of Health Services**.

Sections within **BHS** are as follows:

- Acute Care Compliance Section - Jan Heimbruch and Mark Andrews, Section Chiefs
- Behavioral Health Certification Section - Mark Hale, Section Chief
- CLIA Section - Sharon Abraham, Section Chief
- Office of Caregiver Quality - Shari Busse, Director

Please send **BHS** correspondence to:

US MAIL ADDRESS: Department of Health & Family Services
Division of Quality Assurance
Bureau of Health Services & **Section name**
PO Box 2969
Madison, WI 53701-2969

UPS or FED EX DELIVERIES: Department of Health & Family Services
Division of Quality Assurance
Bureau of Health Services & **Section name**
1 W. Wilson Street, Room 1150
Madison, WI 53703

In accordance with [DHS 124.05 \(3\) o.](#), **hospitals** must inform every patient, in writing, of the address where complaints may be filed with the Department

The **BNHRC** and **BAL** Southern Regional Office (SRO) is moving from International Lane to the Department of Revenue Building on Rimrock Road in Madison on July 25, 2007. There is no change in the respective job assignments of these bureaus.

There is no US Mail delivery service to the Rimrock Road address. Please use the post office box listed below.

Please send **BNHRC and BAL** correspondence to:

US MAIL ADDRESS: Department of Health & Family Services
Division of Quality Assurance
Bureau of Nursing Home Resident Care or
Bureau of Assisted Living
PO Box 7940
Madison, WI 53707-7940

UPS OR FED EX DELIVERIES: Department of Health & Family Services
Division of Quality Assurance
Bureau of Nursing Home Resident Care or
Bureau of Assisted Living
2135 Rimrock Road
Madison, WI 53713

Our move will begin the afternoon of July 23rd. Therefore, there may be disruptions in phone and e-mail access beginning the afternoon of July 23rd. Callers will be given the status of our move and how to contact staff via voice mail. Thank you for your patience during this time of transition.