



COMMONWEALTH of VIRGINIA

NELSON SMITH
COMMISSIONER

DEPARTMENT OF
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

Memorandum

To: Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/IID)

From: Benita Holland, PhD
Family Resource Consultant Manager, Division of Developmental Services

Date: August 16, 2022

Re: Admission Packet

Effective September 6, 2022, the Department of Behavioral Health and Developmental Services (DBHDS) will begin processing all admission packets for ICF/IID providers in Virginia. The packets should include the DMAS 225, DMAS 121, MAP 119, and MAP 121A. Packets should be emailed to vides.request@dbhds.virginia.gov for processing. If your facility does not have encryption, contact Dr. Holland and she will send you a secured email. She can be reached at 804-201-3833 or email Benita.Holland@dbhds.virginia.gov.

Your cooperation with this upcoming transition is greatly appreciated. Please contact Dr. Holland with any questions regarding this process.