

MICHAEL L. PARSON
GOVERNOR



MARK STRINGER
DIRECTOR

STATE OF MISSOURI
DEPARTMENT OF MENTAL HEALTH

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JEFFERSON CITY, MISSOURI 65102
PHONE: (573) 751-4122 FAX: (573) 751-8224
www.dmh.mo.gov

Re: *Request for DMH Waiver to a Missouri Code of State Regulations (CSR) Rule*

You must submit your request in writing and your written request should include:

- The specific rule for which you wish to request a waiver;
- The reason for which you are requesting this waiver;
- How this waiver would benefit your agency and/or the clients it serves;
- Any actions your organization proposes to do in place of the requirement that you feel will satisfy the intent of the original regulation or rule;
- At least one relevant professional reference and any “expert” consultation that you have obtained which you believe supports your request; and
- The names of any DMH employees with whom you have discussed this request.

The Exceptions Committee meets twice a month. The meetings are generally held on the first and third Monday of each month, with the exception of holidays. Prior to submitting your packet to the Exceptions Committee, be sure to review your packet to make sure it is complete to avoid any delays. Packets that are incomplete may be denied. Your packet needs to be received one week before the meeting date in order to be placed on the agenda for that week. Please also include a contact number with your packet. If you wish to fax your information you may fax it to 573-751-8069. If you have any questions, please contact me at 573-751-8202.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Limbach".

Lisa Limbach
Paralegal
Department of Mental Health
573-751-8202