



CDS in Texas / LifeSpan Home Health
6243 IH TEN WEST, SUITE 430, SAN ANTONIO , TX 78201



Toll free phone: 866-675-7331

Local phone: 210-798-3779

Website: www.CDSinTexas.com

Facebook: <http://www.facebook.com/CDSinTexas>

Helen M. Baker, President, ext. 1904, HBaker@cdsintexas.com

April Baker, Vice President, ext. 1601, ABaker@cdsintexas.com

Kevin M. Jeffrey, Sr Vice President , ext. 1651, KJeffrey@cdsintexas.com

Omar Medrano, Vice President of Operations, ext. 1815, OMedrano@cdsintexas.com

New Client Intake Department

Team Ext: 1690

FAX: 210-785-6717

Team Email: CDS-Intake@cdsintexas.com

Department Team Contact Information

Operations Manager, Will Torres, Ext.1609, Wtorres@cdsintexas.com

Compliance Manager, Keri Cass, Ext.1701, KCass@cdsintexas.com

Intake Supervisor, Priscilla Castillo, Ext.1725 PCastillo@cdsintexas.com

New Hire Supervisor, Sandra Servantez, Ext.1646, SServantez@cdsintexas.com

EVV Supervisor, David Ramirez, Ext.1625 DRamirez@cdsintexas.com

Customer Support Supervisor, Brenda Anderson, Ext. 1603 BAnderson@cdsintexas.com

VA Supervisor, Luis Ochoa, Ext.1624 LOchoa@cdsintexas.com

Service Advisor Director, Sylvia Romero, Ext.1696, Sromero@cdsintexas.com

Service Advisor Manager, Emily Gannon, Ext.1622, EGannon@cdsintexas.com

Payroll Manager, Nick Lesieur, Ext.1820, NLesieur@cdsintexas.com

Payroll Supervisor, Crystal Sanchez Ext.1737, CSanchez@cdsintexas.com

Payroll General Mailbox, General email: CDS@CDSinTexas.com

ALL Authorizations FAX: 210-785-6717

TEAM 1 - C, O

Fax: (C) 877-726-4911 (O) 877-726-0191

Team Email: cds-team1@cdsintexas.com

TEAM 2 - B, T, U

Fax: (B) 877-726-0183 (T) 877-726-4918 (U) 877-726-5895

Team Email: cds-team2@cdsintexas.com

TEAM 3 - G, I, K

Fax: (G) 877-726-0186 (I) 877-726-0187 (K) 877-726-0189

Team Email: cds-team3@cdsintexas.com

TEAM 4 - R, V

Fax: (R) 877-726-4916 (V) 877-726-5896

Team Email: cds-team4@cdsintexas.com

TEAM 5 - A, F, J

Fax: (A) 877-726-4910 (F) 877-726-4912 (J) 877-726-0188

Team Email: cds-team5@cdsintexas.com

TEAM 6 - D, P

Fax: (D) 877-726-0784 (P) 877-726-0192

Team Email: cds-team6@cdsintexas.com

TEAM 7 - L, W, X

Fax: (L) 877-726-0190 (W) 877-726-4917 (X) 877-726-5897

Team Email: cds-team7@cdsintexas.com

TEAM 8 - S, N, Q

Fax: (S) 877-726-5894 (N) 877-726-4914 (Q) 877-726-5893

Team Email: cds-team8@cdsintexas.com

TEAM 9 - M

Fax: (M) 877-726-4915

Team Email: cds-team9@cdsintexas.com

TEAM 10 - E, H, Y, Z

Fax: (E) 877-726-0185 (H) 877-726-4913 (Y, Z) 877-726-5897

Team Email: cds-team10@cdsintexas.com

VA Program

Team Ext: 8319

Fax: 210-640-3913

Team Email: VD@cdsintexas.com

New Hire Department

Team Ext. 1691

Fax: 877-726-4919

Team Email: NewHires@cdsintexas.com

GENERAL MAILBOXES:

- **Timesheets** can be scanned and emailed to: Cds@cdsintexas.com
- **Employee application** forms can be scanned and emailed to: NewHires@cdsintexas.com
- **Annual** evaluations, license renewals, CPR certifications, changes in pay rates, and employee terminations can be scanned and emailed to: EmployeeUpdates@cdsintexas.com
- **Signed** budgets, miscellaneous request for information, changes in service plans, etc., can be scanned and emailed to: CDS-Service-Advisors@cdsintexas.com
- **Reimbursement** requests and receipts can be scanned and emailed to: AccountsPayable@cdsintexas.com
- **Access** to your payroll records, please email: CustomerSupport@cdsintexas.com
- **EVV** questions can be directed to EVV@cdsintexas.com