



Visit us at AcumenFiscalAgent.com

Acumen Enrollment Start Notification

Dear Individual or Authorized Representative,

We are pleased to inform you that your enrollment period with Acumen Fiscal Agent has officially begun. Acumen is now the Fiscal/Employer Agent for the Division of Developmental Disabilities' (DDD) Self-Directed Services and Community Vendor Services in New Jersey.

It is important that you complete and return your enrollment documents early in your enrollment window. Doing so will give your Support Coordinator time to update and approve your service plan.

Start Your Enrollment Today

To begin, please use the link below to access Acumen's secure electronic enrollment system:
Enroll Now

Electronic enrollment is the fastest and most efficient way to complete your documents. It ensures quicker processing, fewer errors, and a smoother transition. When your transition enrollment documents are complete you will receive a notification, and we will request for your Support Coordinator to submit a plan revision. Once Acumen receives the updated authorization, we will send a "Good to Go" letter. This letter will include your login information for DCI mobile app and web portal for electronic invoice submission and approval.

What You'll Need for Enrollment:

Please have the following information ready when it's time to enroll:

- Individual's full name, date of birth, Medicaid ID number, and Social Security Number
- Individual's current physical and mailing address (no PO Boxes for the physical address)

- Individual's email address and phone number
- Name, email address, and phone number of Individual's Support Coordinator
- If applicable: Authorized Representative's full name, date of birth, address, Social Security Number, and relationship to individual
- For vendor services: Vendor names and services provided

Enrollment Support

Acumen is committed to supporting you every step of the way. You can get help through:

- In-Person Appointments at our local office in Hamilton, NJ
- Virtual Video Meetings with a trained Client Services Agent
- Phone Assistance by calling **833-892-0413**
- **Click Here to Schedule Transition Enrollment Assistance**
- We recommend you attend the Enrollment Training on Monday, May 5 at 1 PM EST here: [Link](#)

Why Completing Enrollment Now Is Important

It is important that you complete and return your enrollment documents early in your enrollment window. Doing so will give your Support Coordinator time to update and approve your service plan.

Get the Training You Need – As Often As You Need It

Acumen is offering multiple training opportunities to walk you through the enrollment process. You are encouraged to attend as many sessions as you'd like.

- Training Schedule: [Click Here](#)
- Live Webinar: [Click Here](#)
- Recorded Training Videos (Watch Anytime): [New Jersey - Training Materials – Acumen Fiscal Agent](#)

These trainings include step-by-step guidance, demonstrations, and live Q&A. Whether you're new to the process or just need a refresher, there's a training for you.

Need Support?

If you have questions or need assistance with enrollment, contact our team:

Email: enrollment@acumen2.net

Phone: **833-892-0413**

Website: www.acumenfiscalagent.com/state/new-jersey

Thank you for your timely attention to this important step. We're excited to support you through a smooth and successful enrollment process.

Sincerely,

Your New Jersey Acumen Team

Facilitating Freedom, Choice, and Opportunity