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Health Authority

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and Waiver Group

Authorized Signature

Number: SS-IM-12-072

Issue Date: 12/14/2012

Topic: Medical Benefits

Subject: OHP Standard Reservation List Round 3 Opt-in

Applies to (check all that apply):

- | | | | |
|-------------------------------------|-------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | All DHS employees | <input type="checkbox"/> | County Mental Health Directors |
| <input checked="" type="checkbox"/> | Area Agencies on Aging | <input type="checkbox"/> | Health Services |
| <input type="checkbox"/> | Children, Adults and Families | <input checked="" type="checkbox"/> | Aging and People with Disabilities |
| <input type="checkbox"/> | County DD Program Managers | <input checked="" type="checkbox"/> | Other (please specify): CAF SSP
transmittal group |

Message: Round 3 of the OHP Standard reservation list (SRL) began on October 1, 2012, and as of December 5, 2012, DHS/AAA field staff are only able to search for and update Round 3 reservations. Any reservation created before October 1, 2012, no longer displays.

Individuals who were selected from the SRL in October were sent OHP 7210R applications on October 26, 2012, and had until December 10, 2012, to establish a date of request for that selection. Because some of those individuals selected from the SRL in October were on the Round 2 SRL that is no longer visible to DHS/AAA field staff, a report listing the individuals selected from the SRL in October will be distributed to the field via email shortly.

New OHP Standard applicants who established dates of request on or before December 10 need to be reviewed to determine if they were included in the October SRL selection. Since DHS/AAA staff had access to the Round 2 SRL until December 5, applications processed before that date do not need to be reviewed.

DHS/AAA staff may also contact the OHA Statewide Processing Center to determine if applicants were selected from the Round 2 SRL.

For more information about Reservation List and OHP Standard application processing, please see the [Reservation List training material](#) and the [SRL User Guide](#).

If DHS branch office staff receive requests from individuals asking that their names be included on the updated Round 3 SRL:

- Fax paper requests to the OHA Statewide Processing Center (Branch 5503) at 503-373-7866;
- Refer callers to the OHA Statewide Processing Center at 800-699-9075 or 711 (TTY).

If you have any questions about this policy, contact: [Medical SSP-Policy](#) or:

Contact(s):	Vonda Daniels	541-690-6139
	Christy Garland	503-947-5519
	Jewel Kallstrom	503-947-2316
	Michelle Mack	503-947-5129
	Joyce Clarkson	503-945-6106
	Carol Berg	503-945-6072
Email:	Medical SSP-Policy	