

Action Request Transmittal Aging and People with Disabilities



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Number: APD-AR-19-056

Issue date: 12/20/2019

Topic: Long Term Care

Due date: 1/31/2020

Subject: Independent Choices Program (ICP) Benefit Calculation Form Updated Due to Wage Increase and WBF Rate Change for 2020

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: Type B | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children's Residential Services | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input type="checkbox"/> Child Welfare Programs | |

Action required: The purpose of this transmittal is to inform APD/AAA local office staff of the updated [Independent Choices Benefit Calculation \(SDS 0546IC2Wk\)](#) form; located on the Forms Server and on the ICP webpage.

Effective January 2020, the hourly rate for ICP providers is increasing to \$15.00 per hour. The FICA, FUTA and SUTA tax rates are not changing for 2020. However, the WBF rate is changing to \$0.011 per hour (which is the employer's portion only). These changes have been made to the [546IC2Wk](#) form to accurately reflect the new ICP monthly benefit starting in January 2020. The following actions must be taken **before January 31, 2020**.

- A new 546IC2Wk form must be completed and submitted for every ICP case. A copy needs to be sent to the participant and the ICP policy analyst at ICP.SPD@dhs.oha.state.or.us. Staff must save a copy of the updated form to EDMS as well.
- Complete a COMP or a SUPL action effective January 1, 2020 to update the ICP N/R based upon the monthly benefit amount indicated on the updated 546IC2Wk form.

- The case manager must also work with the participant to complete a new ICP Budget Worksheet to update the total monthly budget. If the participant is using the Fiscal Intermediary Acumen a copy of the ICP Budget Worksheet must also be sent to Acumen at customerservice@acumen2.net and a copy must also be sent to the ICP policy analyst at ICP.SPD@dhsosha.state.or.us.

To register: N/A

Note: Currently, only the English version has been updated. The versions in other languages will be updated as soon as possible. Please contact the policy analyst listed at the bottom of this transmittal if you have any questions about how to complete the required changes.

Reason for action: The new CBA agreement between SEIU and the State of Oregon and the Oregon Home Care Commission approved the pay increase for providers effective January 2020. The WBF rate has been changed which impacts the monthly ICP benefit as well.

Field/stakeholder review: Yes No

If yes, reviewed by: Operations Committee

If you have any questions about this action request, contact:

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