Lilia Teninty

**Authorized signature**

**Number:** APD-IM-20-125

**Issue date:** 11/20/2020

**Due date:**

**Topic:** Developmental Disabilities

**Subject:** COVID compliance assistance

**Applies to (check all that apply):**

- All DHS employees
- Area Agencies on Aging: {Select type}
- Aging and People with Disabilities
- Self Sufficiency Programs
- County DD program managers
- Support Service Brokerage Directors
- ODDS Children’s Residential Services
- Child Welfare Programs
- County Mental Health Directors
- Health Services
- Office of Developmental Disabilities Services (ODDS)
- ODDS Children’s Intensive In Home Services
- Stabilization and Crisis Unit (SACU)
- Other (please specify):

**Message:**

Considering the Governor’s recent “freeze” order, as well as previously existing restrictions and requirements, ODDS would like to give Personal Agents and Services Coordinators a few points to keep in mind when having challenging conversations with individuals, families and providers who may not want to comply.

- **No one in the DD system may prohibit an individual from leaving their home, nor can a provider deny re-entry to the home. No one may use intimidation or coercion to make individuals stay home or to remain away from the home if an individual has chosen to leave.**
- **The decision by an individual to go against current restrictions should be an informed one. Use choice advising to offer alternatives and let them know of the risks. The Making a Plan for Work and Community Activities tool may be helpful.**
- **With very few exceptions, ODDS requires providers to wear masks. This isn’t negotiable and not up to the employer.**
- **Remind PSWs of the letter and other notifications they received in mid-July that let them know to wear a mask (letter is available in other languages on the ODDS COVID page). When a PSW who has been reminded of their requirement to wear a mask still refuses, complete and submit a**
“Recommendation to Take Action” form (DHS 0572). Provider agencies who permit DSPs to not wear a mask should be reported to ODDS licensing.

- The DHS 0572 form should also be used when a PSW who doesn’t live with the individual deliver’s services, or returns too soon, after a diagnosis of or showing signs of COVID.
- To help facilitate compliance with the current travel advisory, engage in back up planning to account for family or providers who may need to quarantine following out of state travel.
- For PSWs concerned about a reduction in hours in order to comply, refer them to SEIU for potential resources, including the possibility of Paid Time Off (through 12/31/20).

If you have any questions about this information, contact:

<table>
<thead>
<tr>
<th>Contact(s): Mike Parr</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>Fax:</td>
</tr>
<tr>
<td>Email: <a href="mailto:mike.r.parr@dhsoha.state.or.us">mike.r.parr@dhsoha.state.or.us</a></td>
</tr>
</tbody>
</table>