

# Information Memorandum Transmittal Aging and People with Disabilities



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**Number: APD-IM-21-025**

**Issue date: 3/15/2021**

**Topic:** Long Term Care

**Due date:**

**Subject:** OHCC Conditional Certifications

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

- |   |  |
|---|--|
| <input type="checkbox"/> All DHS employees                                | <input checked="" type="checkbox"/> County Mental Health Directors   |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Types A and B | <input type="checkbox"/> Health Services   |
| <input checked="" type="checkbox"/> Aging and People with Disabilities    | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS)                             |
| <input type="checkbox"/> Self Sufficiency Programs                        | <input checked="" type="checkbox"/> ODDS Children's Intensive In Home Services                                       |
| <input checked="" type="checkbox"/> County DD program managers            | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)  |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors   | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): County Mental Health Case Managers and Comagine |
| <input type="checkbox"/> ODDS Children's Residential Services             |  |
| <input type="checkbox"/> Child Welfare Programs                           |  |

**Message:**

In-person CPR/First Aid courses approved by the Oregon Home Care Commission (OHCC) are suspended during the COVID-19 pandemic. This directly impacts the ability of homecare workers, personal support workers, and personal care attendants to earn and maintain a certification offered by the OHCC because an unexpired CPR/First Aid certification is required for all OHCC certifications.

To remedy this situation, the OHCC is offering conditional certifications to workers who meet all other certification requirements except CPR/First Aid certification. This includes new certifications and recertifications. Certifications include Professional Development Certification (PDC), Enhanced, Exceptional, and Ventilator-Dependency Quadriplegia (VDQ).

To earn a conditional certification, workers must:

- Complete all applications, coursework and other requirements.
- Apply and be approved for the OHCC CPR/First Aid Program. The requirements

and application for this program are found on the [CPR/First Aid Training for Workers](#) page on OHCC's website.

During this time, workers seeking to earn a certification for the first time, or those who require recertification, are not required to provide a CPR/First Aid card.

Within six months of being contacted by the OHCC that OHCC approved CPR/First Aid trainings are available, those with conditional certifications must provide a copy of a CPR/First Aid card from an approved course offered by the OHCC or another organization. The OHCC will contact all workers with conditional certifications. The six-month period ends on the last day of the following pay period.

After being notified by OHCC CPR/First Aide trainings are available, workers must submit a copy of the card within six months to [Certifications.ohcc@dhsosha.state.or.us](mailto:Certifications.ohcc@dhsosha.state.or.us). Workers who do not complete an approved CPR/First Aid training within the above timeline, or who do not submit a copy of their card when required, will not be eligible for the certification or pay differential until a CPR/Fist Aid card is presented. Changes in the pay rate will take effect the following pay period.

Requests for CPR/First Aid training must be submitted in writing to the OHCC and pre-approved. OHCC will not reimburse workers who pay out-of-pocket for CPR/First Aid training.

*If you have any questions about this information, contact:*

Contact(s): Roberta Lilly, OHCC Training Manager	
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Email: <a href="mailto:roberta.e.lilly@dhsosha.state.or.us">roberta.e.lilly@dhsosha.state.or.us</a>	