

# Policy Transmittal Developmental Disabilities Services



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**Number:** APD-PT-20-074

**Issue date:** 9/29/2020

**UPDATED #5**

**Topic:** Developmental Disabilities

**Due date:**

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
 Manual update   
 Other:

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

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees                               | <input type="checkbox"/> County Mental Health Directors   |
| <input type="checkbox"/> Area Agencies on Aging: {Select type}           | <input type="checkbox"/> Health Services  |
| <input 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 checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU)  |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors  | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): All DD Provider Agencies; Individuals and Families |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services |   |
| <input type="checkbox"/> Child Welfare Programs                          |   |

<b>Policy/rule title:</b>	ODDS Reopening Policy Worker's Guides		
<b>Policy/rule number(s):</b>		<b>Release number:</b>	
<b>Effective date:</b>	6/1/2020 Updated 7/7/20 Updated 7/20/20 Updated 8/19/20 Updated 9/16/20 Updated 9/29/2020	<b>Expiration date:</b>	These policies are in effect based on the phase a county is in.
<b>References:</b>	<a href="https://govstatus.egov.com/reopening-oregon">https://govstatus.egov.com/reopening-oregon</a>		
<b>Web address:</b>	<a href="https://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Pages/ODDS-COVID-19-information.aspx">https://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Pages/ODDS-COVID-19-information.aspx</a>		

### **Updated 9/29/2020**

- The CME guide was updated to clarify that exits are currently allowed in three instances:

1. Residency outside of Oregon
2. Voluntary exits
3. Death

When any of these occur, CMEs should issue a NOPA following the standard process. **No other reductions are allowed until further notice.**

- The Employment & DSA guide is being updated to reflect the following:

1. Provider Reopening:

- a. ODDS is encouraging providers in Phase One to submit reopening plans to prepare for Phase Two.
- b. Discovery is permitted during Phase One if the provider has an ODDS-approved reopening plan that addresses the service.
- c. Employment and DSA services may be delivered 1:1 at a provider site during Phase One if the provider has an ODDS-approved reopening plan for the service.

2. Information on ODDS services for support during school and transition.

3. Information regarding use of ODDS services for support to pursue claim for Unemployment Insurance.

4. Risk Mitigation Strategies must be relevant for remote services (if applicable) and must be updated if necessary.

Please note as described below in the Discussion/Interpretation section of this transmittal, these reopening guides have replaced most COVID-related transmittals. The list of transmittals that have been replaced is below.

### **UPDATED 9/16/20**

- Each reopening guide is being updated to provide notice that spit guards are not an acceptable face covering and are not considered masks.

Please note as described below in the Discussion/Interpretation section of this transmittal, these reopening guides have replaced most COVID-related transmittals. The list of transmittals that have been replaced is below.

### **UPDATED 8/19/20**

- The CME guide is being updated to remove the expiration date for

summer hours. They are available until further notice. There is no change to the types of supports that make up attendant care. Supports remain limited to ADL, IADL, and health related tasks. It also clarifies that attendant care use is not restricted based on the hours of the "school day." Information about appropriate use of DSA and benefits counseling for transition age individuals has been added.

- The residential guide extends COVID related rate exceptions until further notice. It adds additional information about exceptional rates. It stresses the importance of follow visitation guidelines.
- All Tier Memos with an expiration date of 08/31/2020 are automatically extended by way of this transmittal.

### **UPDATED 7/20/20**

- The employment/DSA guide is being updated to reflect a limit of 10 participants inside a building or facility.
- The employment/DSA guide and the in home guide require "camps" to have a reopening plan.
- Residential and supported living providers are required to make masks available for individuals for when they leave their home.
- The Licensing guide announces the resumption of 120 day reviews effective August 1, 2020.
- Nothing in these updates changes previous guidance related to visitors in residential settings.

### **UPDATED 7/7/20**

- The residential, supported living and in-home reopening worker guides linked below have a new requirement around an agency's responsibility when an employee may have been exposed to COVID-19.
- The residential guide has also been updated to describe mask and face covering requirements for Adult Foster Care providers.
- The list of obsoleted transmittals below has been updated.
- The list of COVID-19 symptoms and essential person screening questions have been updated where appropriate.
- The employment guide identifies that employment path services at a provider site must include a community component.

## **Discussion/interpretation:**

ODDS responded rapidly to the COVID-19 pandemic and state of emergency. This was done primarily through a series of transmittals and supporting documents describing various temporary changes to normal policy and operations. As Oregon begins reopening, it is ODDS' desire to consolidate these COVID-19 related changes into six guides, each targeted to a specific audience. These guides will replace most of the transmittals released since the start of the COVID-19 pandemic. The guides are ODDS policy. The target groups are:

- Case Management Entities (CMEs):  
[Case Management Reopening Worker's Guide](#)
- 24 Hour Residential and Foster Care Providers:  
[Residential Reopening Worker's Guide](#)
- Employment and Day Support Activities Providers:  
[Employment and DSA Reopening Worker's Guide](#)
- Supported Living Providers:  
[Supported Living Reopening Worker's Guide](#)
- In-Home Agency Providers:  
[In-Home Agency Reopening Worker's Guide](#)
- Licensors:  
[Licensing Reopening Worker's Guide](#)

Transmittals aimed at other provider types (including Personal Support Workers [PSWs] and Behavior Consultants) will remain in place.

There are also several resources for Individuals and Families regarding re-opening including:

- [COVID-19 Reopening Powtoon](#)
- [ODDS Reopening Fact Sheet](#)
- [Developing a Plan for Returning to Work and Activities](#)

Oregon's overall re-opening strategy is happening through a series of three phases. Different counties may be in different phases at the same time, and the different phases may affect the policies contained in these guides. The guides will be updated to reflect policy changes based the phases. The applicable policy is based on the phase of location of the service or setting. To know the status of any particular county, look [here](#). All the information in the guides attached to this transmittal and [posted here](#)

are for counties that have not yet begun to reopen or are in phase one or two.

The following COVID-19 related transmittals are now obsolete:

- Action Requests (all year 2020): 011, 018, 019, 020, 021, 022, 023, 024, 027, 028, 029, 033, 036, 040, 049, 050, 057, 058, 059, 060.
- Informational Memoranda (all year 2020): 024, 028, 031, 032, 040, 045, 048, 050.
- Policy Transmittals (all year 2020): ): 015, 018, 021, 023, 024, 027, 028, 029, 030, 031, 035, 036, 037, 038, 039, 042, 043, 044, 046, 049, 050, 052, 053, 056, 057, 058, 059, 061, 062, 063, 066, 067, 068.

The following transmittals remain valid are not incorporated into a guide:

[AR-20-030](#) Behavior Professionals with expiring “G” level OIS certificates [AR-20-031](#)

COVID-19 Scenarios Tools

[AR-20-037](#) ODDS COVID-19 Staffing Support

[AR-20-039](#) PSW Request for lost payment Hardship Benefit (PTO)

[AR-20-042](#) Temporary Changes to CDDP Adult Abuse Investigation Practice

[AR-20-049](#) Information to report to ODDS re: individual and paid providers

[AR-20-051](#) PSW Payment Processing Changes

[AR-20-055](#) Training Opportunity Through Open Future Learning

[AR-20-059](#) Notification of potential COVID-19 exposure

[IM-20-026](#) Behavior Professionals and home visits during CV19

[IM-20-041](#) PPE Masks and Gloves for Personal Support Workers

[PT-20-025](#) Presumed Eligibility Guidance

[PT-20-045](#) "Stay at Home, Save Lives," Executive Order 20-12

[PT-20-048](#) Temporary policy changes to (PASRR) process

[PT-20-055](#) Expanded Supports for Families

[PT-20-064](#) COVID-19 CARES Act benefits and resources

[PT-20-069](#) LTCR Extension for DD Providers in eXPRS

[PT-20-071](#) Department funding of Assistive Technology

### **Training/communication plan:**

CMEs: Question sent to [ODDS.FieldLiaison@dhsosha.state.or.us](mailto:ODDS.FieldLiaison@dhsosha.state.or.us) will be addressed during regularly scheduled webinars for CMEs (Wednesdays, 11:00 am)

Providers: Questions sent to [ODDS.Questions@dhsosha.state.or.us](mailto:ODDS.Questions@dhsosha.state.or.us) will be addressed during the regularly scheduled webinars for providers (3<sup>rd</sup> Thursday of the month at 2:00 pm):

Please register for the October Provider Meeting- Webinar at 2 pm on October 15, 2020 at:

**Registration URL**

<https://attendee.gotowebinar.com/register/8321581594713475595>

**Webinar ID**

798-639-627

After registering, you will receive a confirmation email containing information about joining the webinar.

**Field/stakeholder review:**     Yes     No

**If yes, reviewed by:**

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

Contact(s): ODDS COVID-19 Team	
Phone: NA	Fax: NA
Email: CME questions: <a href="mailto:ODDS.FieldLiaison@dhsosha.state.or.us">ODDS.FieldLiaison@dhsosha.state.or.us</a>	
Provider questions: <a href="mailto:ODDS.Questions@dhsosha.state.or.us">ODDS.Questions@dhsosha.state.or.us</a>	