



**All program transmittal:  
January 22– January 29, 2016**

*To go directly to the transmittal, mouse over the transmittal (left column), hold down **Ctrl**, and click on the transmittal.*

<b>Transmittal #</b>	<b>Issue date</b>	<b>Subject/Topic</b>
<a href="#"><u>APD-PT-16-002</u></a>	1/22/16	<b>ISP Authorization Timeline Worker Guides</b> - With the implementation of the new Individual Support Plan (ISP) format, the ISP start date indicates the authorized service period and carries across service settings See transmittal for details.
<a href="#"><u>APD-AR-16-006</u></a>	1/22/16	<b>NCI Staff Stability Survey Requirement</b> - This year, Oregon will participate in the Staff Stability Survey about the Office of Developmental Disabilities Services (ODDS) services available in the family home. This survey gathers information about employees providing direct “hands on” services and supports, often referred to as Direct Support Professionals (DSP). See transmittal for details.
<a href="#"><u>APD-AR-16-007</u></a>	1/22/16	<b>Conflict Free Case Management</b> - The Office of Developmental Disabilities Services (ODDS) expects conflict free case management be in place on or before June 30, 2016. Temporary Oregon Administrative Rules implemented effective January 1, 2016 include the expectation for conflict free case management.
<a href="#"><u>APD-IM-16-010</u></a>	1/22/16	<b>Enhanced and Exceptional Worker Guide Version 2</b> - The Enhanced/Exceptional Worker <a href="#"><u>Guide</u></a> has been updated to reflect the Enhanced and Exceptional rates for PSWs as approved in the 2015-2019 CBA and additional information for CIIS Service Coordinators. See transmittal for details.
<a href="#"><u>APD-IM-16-011</u></a>	1/25/16	<b>Processing Live-in Vouchers</b> - The CEP system is now accepting live-in vouchers data entry for pay periods beginning January 1, 2016 or later. Any live-in vouchers entered prior to January 25 for the January 1-15 pay period must be re-entered; see transmittal for details.
<a href="#"><u>APD-IM-16-012</u></a>	1/28/16	<b>Case Transfer Mailbox Addresses</b> - When a case is transferred from one branch to another, the local office transfers the case online and narrates in Oregon ACCESS. Staff will use the

		current practice of notification via the case transfer mailboxes. The email should indicate "case documents are located in EDMS. No paper file will be mailed. For offices not yet trained, staff will mail the current customer file to the receiving branch. See transmittal for details.
<a href="#"><u>APD-IM-16-013</u></a>	1/28/16	<b>Homecare worker Power Hour presentations</b> - Each Wednesday in February and March of 2016, APD Medicaid Long Term Care Policy staff will host a Power Hour call from 3:00 PM to 4:00 PM Pacific time. See transmittal for details.
<a href="#"><u>APD-IM-16-014</u></a>	1/28/16	<b>Homecare Worker (HCW) Credential Expiration Warning Letters</b> - The Provider Relations Section is now issuing Homecare Worker (HCW) credential expiration warning letters in response to the 2015-2017 Collective Bargaining Agreement. The letters will issue to all HCWs with provider numbers set to expire within 120 days. These letters will be issued once per month with the first batch issuing on Monday, January 25, 2016. See transmittal for details.
<a href="#"><u>APD-AR-16-008</u></a>	1/29/16	<b>SNAP version 16a</b> - The Office of Developmental Disability Services (ODDS) budget tool, SNAP, for Adult Foster Care services has been revised to comply with the 2015 -19 Collective Bargaining Agreement (CBA). This includes the 2.5% COLA increase for 2/1/16. See transmittal for details.
<a href="#"><u>APD-AR-16-009</u></a>	1/29/16	<b>MAGI Conversion Project Ending</b> - Effective February 1, 2016 APD Central Office will no longer be sending out MAGI conversion spreadsheets. For the past year, these spreadsheets have been sent out to field offices when MAGI clients become eligible for Medicare.  Effective February 1, 2016 OHA will be assuming operational control of this process. OHA will be contacting APD offices when a MAGI client becomes Medicare eligible, turns 65 or begins to receive SSI. See transmittal for details.