OPI POWER HOUR

MARCH 27, 2019
AGENDA

• OPI FEE SCHEDULE FOR 2019
• CAPS COMMENTS - PT 18-050
• UPDATED RELEASE OF INFORMATION
  • MSC 3010
• EWE & OPI
• TRANSMITTALS
• CAPS COGNITION OPI WEBINAR
  • JUNE 26, 9-11:30
The OPI fee schedule has been updated to reflect the 2019 Federal Poverty Level (FPL).

Start using this fee schedule by March 1, 2019 for the OPI Fee Determination and OPI Service Agreement forms.

See AR 19-009
In OACCESS, update on each case. Benefits, Service tab these fields need to be updated annually. Even if it was zero, and remains zero.
Three Core Questions that should be answered each time in the CAPS ADL and IADL comments in order to clearly explain the need being assessed.

First, The *why* needs to be clearly stated in the comments, synopsis, Diagnosis tab, etc.

Second, how *frequently* the consumer requires assistance. Be Specific, not Occasional or at times. Describe why the need is less frequent than each day or always.

Third, Describe *how* and *what* the provider is doing to assist the individual, instead of stating the assist type.
The CAPS assessment should document anything you have observed and heard as it relates to the assessed need level of an ADL or IADL. Observations and other topics related to the individual’s condition, circumstances, current living situation, and anything of importance can be documented in the synopsis section of the assessment, as it relates to the care of the person.

Use plain and easy to understand language when writing in the comments sections.
It is required to include an example of the cognitive need that relates to health and safety, as well as a description of what the care provider must do to assist the individual.
When a reassessment is being conducted, staff must document in the comment section in each ADL and IADL, any changes that have occurred since the previous assessment.

This is a new requirement, resulting from the need for transparency in the assessment process.
EXPECTATIONS REGARDING COMMENTS IN CAPS

• Applies to each section of the Caps both ADL and IADL
• Answering the three questions
• Using plain and easy to understand language
• Do not use medical terminology, program jargon or acronyms
• Explaining the reason for an assessed need of Independent and explaining those changes in the comments

Staff who review assessments should review for these components to ensure accuracy of the assessments.
NEW RELEASE OF INFORMATION
MSC 3010
AVAILABLE ON THE FORMS SERVER
**Action Request Transmittal**

**DHS** Oregon Department of Human Services

Ronald Buchanan, Chief Information Risk Officer

**Authorized signature**

**Number:** N/A  
**Issue date:** 12/20/2018

**Topic:** New Release of Information Form

**Subject:** Form MSC 3010 Authorization for Disclosure, Sharing and Use of Individual Information is replacing form MSC 2099 Authorization for Use and Disclosure of Individual Information.

**Applies To:**
- All DHS employees
- Area Agencies on Aging: (Select type)
- Aging and People with Disabilities
- Self Sufficiency Programs
- County DD program managers
- 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): OHA Employees

**Action required:** The MSC 3010 Authorization for Disclosure, Sharing and Use of Individual Information is now available on the forms server as a fillable PDF document. Beginning April 1st, 2018, the MSC 3010 must be used whenever a new authorization of information sharing is required. The existing MSC 2099 is being replaced by the MSC 3010. Already completed and signed MSC 2099 forms remain effective until their expiration date.

**When:** Effective Thursday, December 20, 2018

**Reason for action:** Senate Bill 397 (2017) directed certain state entities to create and use a common client confidentiality release form in order to:
- Streamline information sharing in support of providing integrated, coordinated and timely services;
- Identify trends and risks so that intervention is effective; and
- Promote optimal information sharing consistent with state and federal privacy laws.

**Additional information:** The MSC 3010 Authorization for Disclosure, Sharing and Use of Individual Information will be used by governmental and other partners to streamline information sharing and enhance service provision. Features of the MSC 3010:
- Expands to allow multiple entities to be listed.
- Mutual exchange of information between entities can be authorized.
- Drop downs for the named entities, the specific information to be shared and the date range of records covered by the authorization is now included.
- A section is provided to specify information not to be shared.
- The form can be accessed on the web using the Internet Explorer browser or can be downloaded to your computer if using a different browser.

The development of the MSC 3010 was a collaborative effort of the following entities which have been involved in the design and review of the form:
- DHS — Aging and People with Disabilities (APD)
- DHS — Child Welfare (CW)
- DHS — Office of Developmental Disabilities Services (ODDS)
- DHS — Self-Sufficiency Programs (SSP)
- DHS — Vocational Rehabilitation (VR)
- Oregon Department of Corrections
- Oregon Department of Education
- Oregon Department of Justice
- Oregon Health Authority
- Oregon Youth Authority
- Oregon Department of Employment
- Oregon Housing and Community Services
- Oregon School Boards Association
- Multnomah County

Publications and Design is in the process of translating the form to other languages. These versions will be posted to the forms server when they are ready to be used.

**Resources:**
- MSC 3010
- Senate Bill 397

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

**Contact(s):** Information Security and Privacy Office (ISPO)  
**Phone:** 503-945-5780  
**Email:** DHS.PrivacyHelp@dshs.oregon.gov
EWE AND OPI
EXTENDED WAIVER ELIGIBILITY

- **PT 19-010**
- This is an APD Program
- It is available to specific individuals who are losing eligibility due to SPL changes (above 13) and meet further criteria.

Why does this matter to OPI...

The CM or the individual may make an OPI referral. Even though the person is currently in a Care Setting (AFH, ALF, Residential Care Facility). Put them on your waitlist and use the risk assessment, according to your AAA policy. It may or may not be an available resource when the person finds housing, just let them know.
OPI related transmittals: November 15, 2018 to January 18, 2019

See Transmittal Website for details: [http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm](http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm)

<table>
<thead>
<tr>
<th>Transmittal #</th>
<th>Issue Date</th>
<th>Subject/Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>APD-IM-18-089</td>
<td>12/5/18</td>
<td>Permissible disclosure of information - All staff, including employees, volunteers, interns, and agency contractors, are subject to policy OHA-100-002: Individual Privacy: Permissible and Prohibited Use and Disclosure of Information. See transmittal for details.</td>
</tr>
<tr>
<td>APD-PT-18-059</td>
<td>12/6/18</td>
<td>Assessment Documentation - The notice section of the PT does not apply to OPI, but the notice on CAPS comments and guidelines will. See transmittal for details.</td>
</tr>
<tr>
<td>APD-IM-18-092</td>
<td>12/7/18</td>
<td>HCW Payroll Calendar for 2019 - The Homecare Worker Payroll Calendar for all of 2019 has been updated and added to the CM Tool website. See transmittal for details.</td>
</tr>
<tr>
<td>APD-IM-18-092</td>
<td>12/12/18</td>
<td>2013 Oregon Project Independence (OPI) Power Hour Webinars and Conference Call Schedule - State-wide OPI Webinars and conference calls are scheduled for this last Wednesday of the month. See transmittal for details.</td>
</tr>
<tr>
<td>APD-AR-18-068</td>
<td>12/10/18</td>
<td>Homecare Worker Driver's License and Insurance Requirement - The current Collective Bargaining Agreement requires homecare workers to have a current, valid driver's license and motor vehicle insurance if they are using their own vehicle. See transmittal for details.</td>
</tr>
<tr>
<td>APD-IM-19-001</td>
<td>1/7/19</td>
<td>Consumer Satisfaction Survey for Aging and Disability Resource Connection (ADRC) of Oregon - A random sampling of consumers who received I&amp;I or OC services between October and December 2018 will be contacted by phone during mid to late January and will be asked questions related to their experience with the ADRC of Oregon. See transmittal for details.</td>
</tr>
<tr>
<td>APD-IM-19-002</td>
<td>1/7/19</td>
<td>Oregon Home Care Commission Brochures - Oregon Home Care Commission brochures, SGS 0860, are available on the forms server. See transmittal for details.</td>
</tr>
</tbody>
</table>

[http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm](http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm)

[http://www.dhs.state.or.us/spd/tools/field/index.htm](http://www.dhs.state.or.us/spd/tools/field/index.htm)
## OPI related transmittals:
### January 19 to March 22, 2019

See Transmittal Website for details: [http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm](http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm)

Transmittal Summaries: [http://www.dhs.state.or.us/spd/tools/field/index.htm](http://www.dhs.state.or.us/spd/tools/field/index.htm)

<table>
<thead>
<tr>
<th>Transmittal #</th>
<th>Issue Date</th>
<th>Subject/Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>APD-IM-19-005</td>
<td>1/23/19</td>
<td><strong>Vendor Payment for Purchase of Gloves and Masks for Homecare Workers</strong> – Please see transmittal for a new procedure to pay vendor invoices for the purchase of gloves and masks for homecare workers.</td>
</tr>
<tr>
<td>APD-AR-19-009</td>
<td>2/1/19</td>
<td><strong>2019 Oregon Project Independence (OPI) Fee Schedule and Consumer Hourly Rate</strong> – The OPI fee schedule has been updated to reflect the 2019 Federal Poverty Level. See transmittal for details.</td>
</tr>
<tr>
<td>APD-IM-19-009</td>
<td>2/27/19</td>
<td><strong>New Publication for Individuals Receiving Medicaid or OPI</strong> Funded In-Home Services from Homecare Workers: What You Need to Know as an Employer of a Homecare Worker – See transmittal for details.</td>
</tr>
<tr>
<td>APD-PT-19-010</td>
<td>3/7/2019</td>
<td><strong>Extended Waiver Eligibility (EWE) Clarifications</strong> – APD is replacing APD-PT-17-038 with this transmittal to set new policy and clarify existing policy for the Extended Waiver Eligibility (EWE) program. See transmittal for details.</td>
</tr>
<tr>
<td>APD-AR-19-016</td>
<td>3/15/19</td>
<td><strong>APD Branch 5510: Central Office Contact Information</strong> – APD branch 5510 has a new contact phone number. See transmittal for details.</td>
</tr>
</tbody>
</table>

### TRANSMITTALS

#### OPI RELATED TRANSMITTALS:

**JANUARY 19 TO MARCH 22, 2019**

- See Transmittal Website for Details: [http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm](http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm)

- Transmittal Summaries: [http://www.dhs.state.or.us/spd/tools/field/index.htm](http://www.dhs.state.or.us/spd/tools/field/index.htm)
QUESTIONS OR IDEAS

CALL SANDY ABRAMS AT 503-947-2391