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**TEMPORARY ADMINISTRATIVE ORDER**  
INCLUDING STATEMENT OF NEED & JUSTIFICATION

**BLI 18-2023**

CHAPTER 839

BUREAU OF LABOR AND INDUSTRIES

**FILED**

12/28/2023 12:34 PM  
ARCHIVES DIVISION  
SECRETARY OF STATE  
& LEGISLATIVE COUNSEL

FILING CAPTION: Adopt temporary rule establishing process for hospitals to file required workforce demographic reports.

EFFECTIVE DATE: 01/01/2024 THROUGH 03/31/2024

AGENCY APPROVED DATE: 12/28/2023

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NEED FOR THE RULE(S):

Section 1, chapter 421, Oregon Laws 2023, requires hospitals to annually file copies of specified workforce demographic reports with the Bureau of Labor and Industries. The legislation specifically requires the Bureau to adopt rules prescribing the form and manner of those filings, and a procedure for extending the otherwise applicable filing deadline. These rules implement those directives.

JUSTIFICATION OF TEMPORARY FILING:

Section 1, chapter 421, Oregon Laws 2023, becomes effective on January 1, 2024, and hospitals may seek to file the specified reports on or after that date. In the absence of these temporary rules, hospitals and the Bureau will be unable to comply with the law and the public's access to relevant data may be delayed. In addition, the absence of temporary rules is likely to result in operating inefficiencies as hospitals seek to identify the form and manner of filing reports and extension requests with the Bureau. These temporary rules will provide hospitals, the Bureau and the general public with certainty around the filing process and allow the Bureau to begin receiving and publishing these workforce demographic reports.

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE:

Enrolled House Bill 2921 (2023) is available here:

<https://olis.oregonlegislature.gov/liz/2023R1/Measures/Overview/HB2921>.

ADOPT: 839-002-0400

RULE SUMMARY: Adopt temporary rule establishing process for hospitals to file required workforce demographic reports.

CHANGES TO RULE:

[839-002-0400](#)

Adopt temporary rule establishing process for hospitals to file required workforce demographic reports.

(1) Every hospital required to submit a report to the United States Equal Employment Opportunity Commission in accordance with 42 USC 2000e-8(c) must file a copy of the report with the Bureau of Labor and Industries no later than 90 days after the date on which the hospital is required to submit the report to the Commission. ¶

(2) Every hospital required to submit a report to the United States Department of Education in accordance with 20 USC 1094 must file a copy of the report with the Bureau no later than 90 days after the date on which the hospital is required to submit the report to the Department. ¶

(3) Hospitals must file the required reports via email to [CRD.Reporting@boli.oregon.gov](mailto:CRD.Reporting@boli.oregon.gov). ¶

(4) A hospital may file a request for an extension of the deadline described in section (1) or (2) of this rule, not to exceed 90 days, via email to [CRD.Reporting@boli.oregon.gov](mailto:CRD.Reporting@boli.oregon.gov). The Bureau will grant the written request for an extension if it is submitted in accordance with this section and received on or before Friday, March 29, 2024. ¶

(5) As used in this rule, "report" has the meaning given that term in Section 1, chapter 421, Oregon Laws 2023, and includes Equal Employment Opportunity Data Collection Forms and survey data submitted to the National Center for Education Statistics.

Statutory/Other Authority: Section 1, chapter 421, Oregon Laws 2023

Statutes/Other Implemented: Section 1, chapter 421, Oregon Laws 2023