

Adult Foster Home Provider Alert

Policy updates, rule clarifications and announcements

Date: February 25, 2016

Topic: **New Forms to Amend License Capacity and Classification**

To: APD (Older Adults and Adults with Physical Disabilities) Adult Foster Home Providers

[DHS 0748, Request to Amend Classification of APD AFH License](#)

Use this form to request a change in your home's license classification at any time other than during your annual license renewal period. If you wish to request a different classification during your license renewal period, simply indicate your requested classification on your renewal application. (See OAR 411-050-0630(3).)

[DHS 0748A, Request to Amend Classification of APD AFH License: Supplemental Form for Resident Managers, Floating Resident Managers and Shift Caregivers](#)

If your home employs a resident manager, a floating resident manager or shift caregivers, each person must complete this supplemental form. The licensed provider will submit all required DHS 0748A forms with the completed DHS 0748 form to the local licensing authority.

[DHS 0749, Request to Amend Adult Foster Home License Capacity](#)

Use this form to request a change in your home's license capacity at any time other than during your annual license renewal period. If you wish to request a change in your license capacity during your license renewal period, simply indicate your requested classification on your renewal application. (See OAR 411050-0632(8).)

These forms are available online at:

DHS find-a-form: https://aix-xweb1p.state.or.us/es_xweb/FORMS/

APD Adult Foster Home Provider Information:

<http://www.oregon.gov/dhs/providers-partners/licensing/APDAFH/Pages/index.aspx>