

## Adult Foster Home Provider Alert

### Policy updates, rule clarifications and announcements

---

**Date:** March 19, 2021  
**To:** APD Adult Foster Home Providers  
**From:** Safety, Oversight and Quality Unit  
**Topic:** **Licensing Renewal Visits**

---

The COVID-19 pandemic has created disruptions in licensing renewal timelines and licenses were extended in an effort to minimize risks of community exposure to AFH licensees and residents. As more counties in Oregon are moving out of the extreme risk category licensors will begin conducting in-person licensing visits. Though these visits are happening in person the license renewal process will reflect alterations in procedure that recognize the need for continued COVID-19 safety precautions.

As renewal processes begin please remember the following:

- Renewal applications for the 2021-2022 licensing year must be submitted prior to the license expiration date, (OAR 411-049-0135(8)), even if last year's renewal was extended and a new license was not issued.
  - Though the expiration year may have passed you will still use the month and day of your license to determine the deadlines for application submission.
- Failure to submit the license renewal application timely may result in the AFH being considered unlicensed.
- Delays in turning in required application materials timely could cause the licensee's Medicaid Provider Enrollment Agreement (PEA) to be terminated, as outlined in OAR 411-049-0145(3).

Please ensure you work with your licensor and return all necessary paperwork as requested.

If you have any questions, please email [APD.AFHTeam@dhsosha.state.or.us](mailto:APD.AFHTeam@dhsosha.state.or.us)

---