

Topic:	ODDS State Licensors and CDDP Foster Home Licensors and Certifiers COVID 19 Procedure Guide	
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Overview

Description: Policies related to ODDS State Licensors and CDDP Foster Home Licensors and Certifiers during the COVID-19 pandemic are contained in this guide. It will be updated as needed. **Updates will appear in bold red text.**

Purpose/Rationale: It was required of ODDS to respond quickly to the developing national emergency. Communication around policy changes was done using transmittals. This guide replaces the transmittals addressing ODDS State Licensors and CDDP Foster Home Licensors and Certifiers. As Oregon returns to normal through a phased process, this guide will reflect policy as direction changes.

Updates August 25, 2021

Providers (who do not live in the settings where services are provided), staff, caregivers, and volunteers must wear masks at all times, regardless of vaccination status. The mask wearing requirement applies to both indoor and outdoor settings. Face coverings must be worn in place, covering mouth and nose for the following settings:

- **24 Hour Residential Settings**
- **Adult Foster Homes**
- **Supported Living**
- **Group DSA**
- **Group employment**

Licensors and Certifiers must wear masks at all times when entering licensed or certified settings. N95, Kn95, or 3-layer surgical masks must be used and additional PPE such as face shields, goggles, and gloves are highly recommended.

Procedure(s) that apply:

Individuals receiving services from ODDS are considered at high risk of long-term adverse consequences from COVID-19.

If individuals who use ODDS services go out (for work, recreation etc.), they must have an opportunity to make an informed choice about the risk. Individuals must be given:

- Alternative options available to meet their needs and interests.
- The benefit of staying home.
- Encouragement to wear a mask and maintain physical distancing if they aren't vaccinated. The individual's case management entity can get masks for them.
- An opportunity to develop a plan to reduce related risks for both themselves and others.

ODDS State Licensing:

(24Hour Residential, Supported Living, Employment)

Non-resident providers, staff, caregivers, and volunteers must wear masks at all times in 24-hour residential and adult foster home settings. The mask wearing requirement applies to both indoor and outdoor settings and in vehicles. This includes:

- **DSPs that do not live in the home**
- **24-Hour residential setting providers**
- **Host Home providers that do not live in the home**
- **All other independent or agency providers, such as Behavior Professionals**
- **Volunteers**
- **Maintenance workers or contractors entering the home**
- **Visitors**

Face coverings must be worn in place, covering mouth and nose. Spit guards, shields and other alternatives to masks are not considered adequate or compliant. Using masks made of materials containing holes or permeable space such as mesh, lace, or crocheted masks are not permitted and are not compliant with the mask wearing requirement.

While conducting in-person activities such as site visits, licensors and certifiers will be expected to wear masks and use precautionary measures, including screening, distancing, and hand washing. **Masks must be worn at all times and licensors must use N95, Kn95, or 3-layer masks, regardless of vaccination status.** Licensors and certifiers **are encouraged to** use additional PPE such as faceguards, eye protection, and **gloves**. Additional PPE is not a substitute and masks must be worn regardless of other PPE used by licensors or certifiers.

Providers who have concerns due to an outbreak or suspected outbreak among the home setting are expected to immediately contact their licensor or certifier to make alternative arrangements when an on-site visit is scheduled. This notification does not substitute for reporting requirements when there is a positive case or suspected outbreak. The licensing or certification team will make a determination about how to proceed if a licensing or certification visit is needed while an outbreak, suspected outbreak, or quarantine is in place.

Notification of Reviews :

Licensing will notify the agency of their scheduled review based on their licensed or endorsed service setting. 24 Hour Residential agencies will be notified the morning of their schedule review. Supported Living Programs and Employment Providers will receive notification three working days prior to their scheduled review. Licensors will continue to follow expected notification processes to Case Management Entities prior to a review

For 24 Hour Residential Settings:

Effective August 1, all licensing activities resumed to in-person and should reflect practices prior to the pandemic public health emergency. In-person reviews will occur for renewals and walk-throughs. The Department may still choose to do virtual reviews for 120-day and follow up reviews. The Department can request items be submitted to the Licensor as part of the preparation for an onsite review, if needed, and in the event that the Department feels it is necessary to reduce exposure times in the home setting. The Licensor will request the documentation via secured email and will obtain permission from the Licensing Manager prior to doing so.

Licensors will check the emailed COVID report to identify if the agency has any reported positive or presumed positive COVID events.

The assigned licensor will call the agency by 8 am on the morning of their scheduled review to inform them that the review is starting.

During this call the Licensor will inquire if there have been any recent known or suspected COVID scenarios involving individuals or staff at the location being reviewed. If the answer is yes, the Licensor will obtain any known information about the COVID event and contact the DD Licensing manager to determine if the review will proceed.

If the COVID event includes an open outbreak, the Licensor should ask when the

public health authority anticipates the outbreak will be closed- once the outbreak is closed, there is no concern of lingering COVID in the home.

Addressing Urgent Health and Safety Concerns:

A home shall implement the following protocol for visitors:

- **Visitors to the home must wear a face mask, including Licensing staff, regardless of vaccination status. Providers must maintain a log of visitors, including the name, date and time of the visit, for contact tracing purposes.**
- Spit guards are not an acceptable face covering. **Masks made of mesh, lace, crocheted, or other permeable materials are also not acceptable options for the face covering requirement.**
- Use of a face shield alone should only be done on very limited basis- **this does not apply to licensors, who may not use a face shield alone, even in limited circumstances**
- Homes having visitors must be “COVID-free”, meaning that there are no persons who live in the home with or suspected to have COVID-19, including demonstrating symptoms associated with COVID-19 that are not attributed to other non-contagious causes. COVID-19 symptoms include:
 - Fever
 - New or worsening cough
 - Difficulty breathing
 - Chills or repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
 - Runny nose (not due to season allergies)
 - Nausea
 - Diarrhea
 - Abdominal Pain

If an immediate health concern for an individual is reported or discovered, the assigned licensor is to staff this case with the DD Licensing Manager and the QA/QI Manager.

Prior to a Licensing visit, the Licensor will self- screen and answer the following screening questions:

- Have you had signs or symptoms of a respiratory infection, such as fever,

cough, shortness of breath, or sore throat unrelated to seasonal allergies?
Have you had signs or symptoms abdominal pain including nausea or diarrhea?

- Have you had contact in the last 14 days with someone with a confirmed diagnosis of COVID-19, or is being treated for COVID-19?
- Have you been quarantined by public health or been advised to self-isolate by a physician within the last 14 days?

If the licenser indicates 'yes' to any of the above, the Licensor will contact the DD Licensing Manager and the QI Unit Manager who will determine if another licenser will be screened and may be assigned to the review.

Once a licenser is assigned, they will contact the agency on the morning of the scheduled review and complete the following screening:

- Has anyone in the home (staff or supported individuals) had signs or symptoms of a respiratory infection, such as fever, cough, shortness of breath, or sore throat unrelated to seasonal allergies? Have you had signs or symptoms abdominal pain including nausea or diarrhea?
- Has anyone in the home (staff or supported individuals) had contact in the last 14 days with someone with a confirmed diagnosis of COVID-19, or is being treated for COVID-19?
- Has anyone in the home (staff or supported individuals) been quarantined by public health or been advised to self-isolate by a physician within the last 14 days

If the responses to any of the above questions are 'yes' and there is a positive or presumed positive COVID 19 case (staff or supported individual) this will be staffed with the Manager of Licensing and the Manager of QI.

If there is a confirmed or presumed positive case of COVID 19 in the home (staff or supported individual) or a licenser is visiting more than one home site on a single day, the following PPE and sanitization supplies will be used by the licenser:

- Gloves;
- Gown (if accessible);
- KN-95 Mask (or surgical mask paired with a face shield or protective eye wear);
- Face shields (or protective eye wear);
- Hand Sanitizer; Surface Disinfectant.

If the screening indicates that **there is not a presumed positive or confirmed case of COVID 19** the licenser will use the following PPE and sanitization

supplies:

- Mask (Licensors can elect to wear KN-95 masks)
- Surface Disinfectant
- Hand Sanitizer

The PPE provided to the assigned licensor must be worn for the entirety of the visit.

- Spit guards are not an acceptable face covering.
- Licensors must wear masks or face coverings which cover the nose and mouth. **Licensors must use an N95, Kn95, or 3-layer mask and are encouraged to use additional PPE such as a face shield, protective eye wear, and gloves in addition to the required masks.**

If Licensors are unable to wear a mask or face covering for an on-site visit, this information must be brought to their supervisors attention prior to the onsite visit being scheduled.

Social distancing will be practiced, and the licensor will maintain physical distance as much as possible while completing the review.

- Licensors may ask that an agency representative read, show or move items during the on-site visit to reduce the potential for exposure. Any requests should not interfere with the care of an individual.

Additional COVID information for Licensors:

It is still strongly recommended that unvaccinated individuals and vulnerable persons continue to wear masks. Providers are expected to support individuals in knowing this recommendation and assisting the individual to have access to clean masks for going out into the community, as necessary and appropriate.

When individuals request that staff wear a mask, this request must be accommodated and the request must be documented. Documentation requirements can be met through a t-log or progress note.

Residential providers may not prohibit a resident of a home from leaving the home, nor can a provider deny re-entry to the home. A provider may not require COVID negative test for a resident to re-enter the home. Providers may not use intimidation or coercion to make residents stay home or to remain away from the home if individuals have chosen to leave.

If the person has made an informed choice about participating in an activity that is permissible under federal, state, and local guidance, then precautions must

continue to remain in place. Precautions include:

- Require all house members and staff to immediately wash hands when returning from an independent community activity.
- Encourage individuals to change and wash their clothing after returning from an independent community activity.
- Following the provider's current emergency plan in the event of an outbreak situation.
- Oregon's eviction moratorium has been lifted and providers are now permitted to issue a Notice of Exit in accordance with current Oregon Administrative Rule (OAR).
- Licensors/Certifiers can refer to the Residential Setting Worker Guide at the following link for specific guidance for residential setting providers at: <http://www.dhs.state.or.us/policy/spd/transmit/pt/2020/pt20074.pdf>
- Further specific county information can be found on the transmittal webpage located at: <http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm>
- The governor's directive and county status information may be found on the following website: <https://coronavirus.oregon.gov/Pages/living-with-covid-19.aspx#countystatus>

Reviewing Agency Personnel Records:

When reviewing an agency's personnel records, between March, 1 2020 and May 31, 2020 the following was implemented in response to the COVID 19 pandemic:

- A new employee was able to work unsupervised on a preliminary basis pending a final fitness determination from BCU for up to 90 days. The agency was to determine if working unsupervised was appropriate on a case by case basis.
- Beginning March 1, 2020, expiring criminal history checks were extended for one year. A recent extension has been granted to extend the checks for an additional year, meaning that no one should have an expiring criminal history check in 2021. Criminal history checks have been extended until 2022 by the Background Check Unit. More information will come available at later time regarding 2022 renewals.
- DSP Training Modifications:
- 24-Hour Residential Program DSP Training. **ODDS has reinstated modified training requirements due to the COVID-19 pandemic. The standards for**

training revert to previous pandemic operation requirements and include:

- The requirement for 12 hours of annual training may be paused during the period of the state of emergency.
- CPR/First Aid renewals may no longer be postponed and must be completed by the end of 2021.
- New hires may work, assisted by a fully trained DSP, without CPR/First Aid certification.
- New hires may work, assisted by a fully trained DSP, without six hours of pre-service training. The six hours may occur as on-the-job training.
- A new hire who has worked in a 24 hour residential home or supported living program in Oregon within the past two years and who had completed the training to work unassisted may work unassisted at a specific site following the local training portions of the following core competencies, including the physical and oral demonstration (as applicable), at any site where they will work unassisted:
 - 107. Health: Medical Information
 - 108. Health: Understanding Common, Serious Health Risks
 - 109. Health: Adaptive Equipment
 - 110. Health: Required Infection Control Techniques
 - 111. Health: Medication Administration and Documentation
 - 116. Safety: Safety Equipment
 - 117. Safety: Safe Equipment Operation
 - 119. Safety: Responding to Emergency Situations
 - 121. Planning: Become Familiar with each ISP
 - 122. Planning: Support Documents
 - 124. Planning: Court Restrictions
 - 127. Organizational Mission and Policies: Incident Report Requirements
 - In addition:
 - Be given nursing delegation and OIS training required to implement a PBSP, when applicable.
 - Instruction on reporting requirements defined in OAR 411-323-0063.
- Before working unassisted, other new hires must complete, in addition to the requirements listed above, the local training portions of the following core competencies, including the physical and oral demonstration (as applicable):
 - 102. Rights: Mandatory Abuse Reporting
 - 104. Rights: Confidentiality Standards

- **106. Value: Dignity, Respect, and Person-Centered Language**
- **118. Safety: Environmental Modifications For Safety**
- **These new hires must also be:**
 - **Given information about rights for people who receive I/DD services (may be iLearn lesson 103 or in person by a supervisor)**
 - **Informed of the agency's policy on emergency physical restraint**
 - **Instructed on documentation requirements**
- **The remainder of tier 1 core competencies and the online portions of those listed above can occur on tier 2 timelines (within three months of the start date of work)**
- Nursing delegations and OIS trainings to implement an individual's Positive Behavior Support Plan will remain a requirement, when applicable.

Mandatory Abuse Reporting:

- It is imperative that all staff who support individuals with Intellectual and Developmental Disabilities understand their obligation to report suspected abuse under Oregon Law. Staff are required to report suspected abuse of:
 - Children
 - Adults age 65 and over
 - Adults with developmental disabilities
 - Adults with mental illness, and
 - Residents of nursing facilities
- Reports of suspected abuse of vulnerable Oregonians should be made to 1-855-503-SAFE (7233).

Adult Foster Home Licensing and Child Foster Home Certification Activities:

Updates for AFH/CFH settings:

Providers (who do not live in the setting where services are provided), staff, caregivers, and volunteers must wear masks at all times, regardless of vaccination status. The mask wearing requirement applies to both indoor and outdoor settings and in vehicles.

This includes:

- **Caregivers that do not live in the home**
- **Adult Foster Home setting providers who do not live in the home**
- **All other independent or agency providers, such as Behavior Professionals**
- **Volunteers**
- **Maintenance workers or contractors entering the home**
- **Visitors**

Face coverings must be worn in place, covering mouth and nose. Spit guards, shields and other alternatives to masks are not considered adequate or compliant. Using masks made of materials containing holes or permeable space such as mesh, lace, or crocheted masks are not permitted and are not compliant with the mask wearing requirement.

Onsite Visits:

Beginning August 1, all licensing activities will resume to in-person and should reflect practices prior to the pandemic public health emergency. While conducting in-person activities such as site visits, licensors and certifiers will be expected to wear masks and use precautionary measures, including screening, distancing, and hand washing. **Masks should be worn all the time in the home setting and are required regardless of vaccination status. Licensors and Certifiers are required to use N95, Kn95, or 3-layer masks and are encouraged to use additional PPE such as faceguards, eye protection, and gloves.** Additional PPE is not a substitute and masks must be worn regardless of other PPE used by licensors or certifiers.

If local ordinances or public health guidelines prevent in-person inspections or other licensing activities, the CDDP must contact licensing manager, Jessica Denison- Jessica.Denison@dhsola.state.or, as soon as possible to make alternative arrangements. CDDPs are expected to propose a licensing plan for approval to address the local limitations.

Providers who have concerns due to an outbreak or suspected outbreak among the home setting are expected to immediately contact their licensor or certifier to make alternative arrangements when an on-site visit is scheduled. This notification does not substitute for reporting requirements when there is a positive case or suspected outbreak. The licensing or certification team will make a determination about how to proceed if a licensing or certification visit is needed while an outbreak, suspected outbreak, or quarantine is in place.

Due to the suspension of licensing that occurred during the pandemic, there may be providers or settings with lapsed licensing or certification. The licensing unit will work with the eXPRS Unit to grant needed extensions to ensure that licenses do not lapse during the time between the expiration and when the licensing or certification activities may be completed. Licenses and certificates will be automatically extended when they have lapsed and the licensing process is pending. Payments will continue to be authorized for the pending licenses and certificates in accordance with individual ISPs and payment systems or plan of care for services delivered in these settings. Delays in licensing activity due to ODDS policies or practices or licensing workload should not have any impact on provider payments.

Addressing Urgent Health and Safety Concerns:

- Providers, employees, and volunteers who provide direct care must:
 - Use good infection control practices: upon entering the home wash hands with soap and water for 20 seconds, or clean hands with alcohol-based hand sanitizer, avoid touching face.
 - Use good respiratory etiquette: cover cough or sneeze into elbow.
 - Wear masks when an individual requests a caregiver or staff to wear a mask.
 - Follow public health guidelines in the event of an outbreak, including the use of masks in accordance with public health directions.
- Providers must ensure that individuals have access to a clean face mask anytime they leave their home, as necessary and appropriate. Individuals who are unvaccinated or considered vulnerable must be informed of the strong recommendation to continue to wear masks. Other efforts include offer alternatives where there will be less risk of infection such as outdoor events or locations, venues which allow for physical distancing, or curbside pick-up options offered by many retailers. Document efforts and outcomes in the individual's record.

A home shall implement the following protocol for visitors:

- Continue limitations on visitors in adult foster home and 24-hour residential settings. Visitation is no longer restricted to “essential visitors” and individuals have the right to have guests in their homes. **Providers are expected to follow precautionary measures which include prohibiting entry of visitors who are suspected to be ill, limiting volume of visitors, cleaning following visitation, and requiring visitors to wear masks. Providers must maintain a log of visitors, including the name, date and time of the visit, for contact tracing purposes.**
- Masks or face coverings are to be worn in Adult Foster Care settings when there are visitors to the home- this includes residents, caregivers, and visitors.
- Homes having visitors must be “COVID-free”, meaning that there are no persons who live in the home with or suspected to have COVID-19, including demonstrating symptoms associated with COVID-19 that are not attributed to other non-contagious causes. COVID-19 symptoms include:
 - Fever
 - New or worsening cough
 - Difficulty breathing
 - Chills or repeated shaking with chills

- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Runny nose (not due to season allergies)
- Nausea
- Diarrhea
- Abdominal Pain

Prior to the licenser or certifier entering the home, they must conduct a self-assessment by answering the following screening questions:

- Have you had signs or symptoms of a respiratory infection, such as fever, cough, shortness of breath, or sore throat unrelated to seasonal allergies? Have you had signs or symptoms abdominal pain including nausea or diarrhea?
- Have you had contact in the last 14 days with someone with a confirmed diagnosis of COVID-19, or under investigation for COVID-19 outside of the provider's home?
- Have you been quarantined by public health or been advised to self-isolate by a physician within the last 14 days?
- Have you traveled internationally within the last 14 days to countries with sustained community transmission?

The licenser or certifier shall only proceed with an on-site visit if they responded "no" to every screening question. If the licenser or certifier responded "yes" to any of the screening questions, they must coordinate with another licenser or certifier to conduct the on-site visit on their behalf.

The licenser or certifier must first confirm with the provider there is no one in the home (staff or resident) who has a positive, presumed positive or suspected COVID-19 case. If confirmed there are **no positive, presumed positive or suspected COVID-19** cases the licenser or certifier must use the following PPE:

- Mask (Licensers can elect to wear KN-95 masks)
- Surface disinfectant
- Hand Sanitizer

If a licenser or certifier must visit a home in which someone in the home (staff or resident) **has a positive, presumed positive or suspected COVID-19 cases**, the licenser or certifier must use the following PPE:

- Gloves;
- Gown (if accessible);

- KN-95 Mask (or surgical mask paired with a face shield or protective eye wear);
- Surface disinfectant
- Hand sanitizer

During all licensing visits the licensor or certifier must have hand sanitizer available for use after glove removal, and surface disinfectant to use on any surface they come in contact with.

Mandatory Reporting Guidelines:

It is imperative that all Licensors, Certifiers, and case management entity staff understand their obligation to report suspected abuse under Oregon law. Staff are required to report suspected abuse of:

- Children
- Adults age 65 and over
- Adults with developmental disabilities
- Adults with mental illness, and
- Residents of nursing facilities

Reports of suspected abuse of vulnerable Oregonians should be made to 1-855-503-SAFE (7233).

Additional COVID information for Licensors/Certifiers:

- Licensors/Certifiers can refer to the Residential Setting Worker Guide at the following link for specific guidance for residential setting providers at: <http://www.dhs.state.or.us/policy/spd/transmit/pt/2020/pt20074.pdf>
- Further specific county information can be found on the transmittal webpage located at: <http://www.dhs.state.or.us/policy/spd/transmit/transmit.htm>
- The governor's directive and county status information may be found on the following website: <https://coronavirus.oregon.gov/Pages/living-with-covid-19.aspx#countystatus>

HCBS Rule Requirements

Adult and Children Foster Providers are expected to continue to support individuals in the least restrictive, most appropriate manner possible and extend any and all freedoms and protections as reasonably possible during this public health emergency.

IBL's may not be required when limitations on the below listed HCBS residential freedoms are in compliance with public health emergency guidance and address infection control in the home setting:

- Residency Agreements (for temporary housing arrangements)
- Visitors

- Control of Schedule and Activities
- Access to Personal Food
- Furnishing and décor
- Choice in Roommate

Licensing and Certification Renewal Process:

Child Foster Home:

- Obtain any documents (ISP, MAR, incident reports, fire drill) prior to your review; items may be reviewed virtually if the provider agrees.
- Complete Health and Safety checklist
 - Schedule an on-site, in-person walk through of the CFH home with the CFH provider in order to complete the checklist.
 - On the morning of the onsite inspection the Certifier will call the provider and ask the following COVID-19 screening questions prior to going to the home:
 - Has anyone in the home (staff or supported individuals) had signs or symptoms of a respiratory infection, such as fever, cough, shortness of breath, or sore throat unrelated to seasonal allergies? Have you had signs or symptoms of abdominal pain including nausea or diarrhea?
 - Has anyone in the home (staff or supported individuals) had contact in the last 14 days with someone with a confirmed diagnosis of COVID-19, or is being treated for COVID-19?
 - Has anyone in the home (staff or supported individuals) been quarantined by public health or been advised to self-isolate by a physician within the last 14 days?
 - The certifier must wear PPE and have sanitization supplies during the on-site visit. The following PPE must be utilized:
 - Mask (Licensors can elect to wear KN95 masks)
 - Hand Sanitizer
 - Surface Disinfectant
 - Certifiers should follow social distancing protocols and minimize contact with others in the home.
- If there is a confirmed or presumed positive case of COVID-19 in the home, the inspection will be rescheduled. If the date of expiration is looming the provider will request an extension. 2020 walk throughs will need to be worked into those expiring for 2021.

Adult Foster Home

- Obtain any documents (ISP, medical protocols, PBSP, physician orders, MAR, incident reports, fire drill, staff training, progress notes, financial) prior to your review, items may be reviewed virtually if the provider agrees.
- Complete Health and Safety checklist
 - Schedule an on-site in person walk through of the AFH home with the AFH provider in order to complete the checklist.
 - On the morning of the on-site inspection the certifier will ask the following COVID-19 screening questions:
 - Has anyone in the home (staff or supported individuals) had signs or symptoms of a respiratory infection, such as fever, cough, shortness of breath, or sore throat unrelated to seasonal allergies? Have you had signs or symptoms of abdominal pain including nausea or diarrhea?
 - Has anyone in the home (staff or supported individuals) had contact in the last 14 days with someone with a confirmed diagnosis of COVID-19, or is being treated for COVID-19?
 - Has anyone in the home (staff or supported individuals) been quarantined by public health or been advised to self-isolate by a physician within the last 14 days?
 - The licensor must wear PPE and have sanitization supplies during the on-site visit. The following PPE must be utilized:
 - Mask (Licensors can elect to wear KN95 masks)
 - Hand Sanitizer
 - Surface Disinfectant
 - Licensor should follow social distancing protocols and minimize contact with others in the home.
 - If there is a confirmed or presumed positive case of COVID-19 in the home, the inspection will be rescheduled. If the date of expiration is looming the provider will request an extension.

Licensor/Certifier Requirements for Renewal:

- Providers are to complete all licensing/certification renewal documents and submit to the licensor/certifier.
- Pay the renewal fees for AFH's on-line prior to the expiration.
- Providers will need to work with their licensor/certifier in scheduling an

on-site review (in-person) inspection.

- Patio, porch, or garage reviews maybe completed if the provider and licensor/certifier agree, but it is not a substitute for the indoor onsite inspection for health and safety portions of the review.
- Flexibility will be an important part of the renewal process and there must be communication between the provider and licensor/certifier if breaks are needed.

Follow up Process:

- All violations must be corrected, or a mutually agreed plan must be in place indicating when the violation will be fixed (licensor/certifier will need to verify).

An extension may be granted only for 90-days if the following has been submitted before the expiration date: application, PEAA, fee for AFH's, and an on-site inspection must be completed or scheduled. The licensor/certifier must also provide the reason the extension is needed. The extension is only to allow flexibility during the renewal process due the COVID-19 Pandemic.

Foster Home Provider Training Requirements:

Adult Foster Homes:

CPR/First Aid renewals may no longer be postponed and must be completed by the end of 2021.

- Local AFH Basic Testing is at the availability of the CDDP. Where CDDP offices are open, offices may determine based on their local policy and in conjunction with local public health departments whether they will proctor AFH Basic Testing and can continue to send testing materials to ODDS dd.licensingfoster@dhsosha.state.or.us where they will be reviewed/graded.
- If testing through the CDDP is not available all newly hired staff have until further notice to complete the test. Until testing is available all newly hired staff must read the AFH Training Manual as part of their on the job training: AFH Basic Training manual
 - Newly hired staff would have their testing requirement waived if they worked previously in an I/DD 24 hour residential agency or supported living agency for a minimum of 6 months within the last two years and has read the manual.
- Providers and staff must continue to meet their Mandatory Abuse Reporting Training requirement which is available online.

Child Foster Homes

- There are no changes to current practice. Child foster home providers and their alternate caregivers must continue to meet the training requirements in OAR Chapter 411, Division 346.

Background Screening Requirements:

A new employee/Subject Individual may work unsupervised on a preliminary basis pending a final fitness determination from BCU for up to 90 days.

The need for fingerprint-based background checks is postponed. They will be required later for those that were postponed.

Beginning March 1, 2020, expiring criminal history checks have been extended for one year. A recent extension has been granted to extend the checks for another year, meaning no one should have an expiring criminal history check in 2021. Criminal history checks have been extended until 2022 by the Background Check Unit. More information will come available at later time regarding 2022 renewals.

For providers not on LTCR -there was a 90 day extension for background check.

For Questions related to the policies in this guide:

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