

Senate Bill 710

Frequently Asked Questions

Q: Do we track incidents or restraints?

A: It has been determined that each restraint is what should be tracked and reported on the agency quarterly reports. For example, if a single event consists of 3 restraints, all 3 restraints will need to be counted separately as 3 incidents.

Q: Where do I submit the quarterly reports?

A: Submit using a secure email to odds.childrensresidentialreferrals@dhsosha.state.or.us

Q: When are quarterly reports due?

A: 5 business days after each quarter ends.

For example, 2022 reporting periods and due dates are as follows:

FY 22 Quarter 2 (January 1-March 31)

Due: Thursday, April 7

FY 22 Quarter 3 (April 1-June 30)

Due: Thursday, July 7

FY 22 Quarter 4 (July 1-September 30)

Due: Friday, October 7

FY 23 Quarter 1 (October 1-December 31)

Due: Friday, January 6, 2023

Q: Where can I ask questions?

A: odds.childrensresidentialreferrals@dhsosha.state.or.us While emailing individuals will get a response, the group email box will ensure that if an individual is currently unavailable someone else can respond in a timely manner.

Q: Do we use full names?

A: No. First three letters of their last name followed by the first two letters of their first name are used for the child's identifier.

Q: Do we include all children in our services?

A: No. Only children who were restrained that quarter will be included in the report.

Q: What do we redact?

A: Everything is submitted to ODDS so that comprehensive statistics can be compiled.

For the forms posted on your website, all identifiable characteristics should be redacted. This includes Race/Ethnicity, Biological Gender, Identified Gender, Migrant Status, Primary Language, and if the child uses of a Communication Device.

Q: My organization doesn't use involuntary seclusion. What do I put for "Dimensions of room that has been used or could be used for involuntary seclusion"?

A: Put "0" if you do not have a room. Only if you have an involuntary seclusion room do you put its dimensions.

Q: Do I need to include everything done for the "Summary description of the steps taken DURING THIS REPORTING PERIOD to decrease the use of restraint for this child" box?

A: If there are 3 or fewer restraints, only mark the "Three or fewer restraints/seclusion occurred during this reporting period" box. Do not mark any other boxes, even if other actions were taken to reduce the use of restraints.

If more than 3 restraints, then mark all steps taken.

Q: Do I still need to turn in a report if there were no restraints?

A: Yes. A report is still needed. Fill out the "Agency & Site Information" tab and the "Child Information" tab will be blank.

Q: Where is the reporting form?

A: The reporting form can be found on the Developmental Disabilities Provider and Partner Resources page under Senate Bill 710 Reports. Pull the template from the source each time a report is filled. Do not use a saved copy. Parts of the form are updated over time and the most current version is needed. (Hyperlink to site <https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/Pages/index.aspx>)

Q: Where can I find ODDS' 24-hour residential data?

A: ODDS' 24-hour residential data is posted on the Developmental Disabilities Provider and Partner Resources page under Senate Bill 710 Reports. (Hyperlink to site <https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/Pages/index.aspx>)

Q: Who is included in reportable injuries?

A: Reportable injuries include only children injured.

Q: What if I have a child in an adult home? Do I need to track restraints done?

A: No. Only children in 24-hour residential children's homes or Host Homes need to track restraint data.

Q: Does each home need to be tracked on a separate sheet or form?

A: If a residential home has a capacity of 5 or more, separate sheets need to be submitted for each home. If a residential home has less than 5, all homes can be submitted on a single sheet.

Q: Why do you ask for both biological gender and identified gender?

A: This is based off how many federal agencies classify individual data. Biological gender is required for most forms and surveys such as Real ID. This is not necessarily how an individual self-identifies though and we wish to also honor that.

Q: Is number served the same as capacity?

A: No. Number served included entries and exits. This may exceed your stated capacity. For example, your capacity may be 3 beds. Two children age out and move to adult homes and one child moves in. This makes your capacity 3 but your number served 4.

Q: Do multiple restraints in one event have to have separate debriefings?

A: Debriefing meetings can cover multiple restraints, but each restraint must be covered in the meetings.

Q: Are Host Homes included? Only 24-Hour Residential homes are mentioned.

A: Yes. Host Homes are included under SB710 in data collection.

Q: I have a capacity of 5 or fewer so can aggregate my data. What does that mean?

A: All children's data can be placed on the "Child Information" tab. Agency information can be aggregated into a single number on the "Agency & Site Information" tab. If you do Host Homes and 24-Hour Residential, these need to be separate columns by program type.