

COVID-19 Residential Re-Opening Guide

Suspension of rate reductions- discontinued (update 5/1/2021):

Residential setting rates **that were previously extended during the pandemic emergency to avoid a reduction in provider service payment shall be updated to reflect the service rate based on the individual's most current needs assessment or rate setting tool. Previously, rates were extended** in the following situations:

- The individual has a new assessment completed that would normally result in the reduction of a service rate; or
- A current exceptional service rate approved by ODDS is due to expire and would normally require a renewal request submission.
- Exceptional service rate authorizations that are time-limited and specific to the COVID-19 pandemic situation are not included in this suspension or rate reduction and will end upon their expiration date, unless specifically extended by ODDS.

For assessments completed on May 1, 2021 or later, the rate will be implemented in accordance with pre-pandemic policy, meaning for:

- **24-Hour Residential Settings, if the assessment results in:**
 - **An increase in service payment, the new service rate is effective upon completion of the assessment; and**
 - **A decrease in service payment, the new lower service rate becomes effective 45 calendar days following the individual's tier assignment date the notification sent to the provider.**
- **Adult Foster Care Settings, if the assessment results in:**
 - **An increase in service payment, the new service rate is effective upon completion of the assessment and**
 - **A decrease in service payment, the new lower service rate becomes effective 10 business days from the date the notification is sent to the provider , in alignment with the collective bargaining agreement for Adult Foster Care Settings.**
- **Child Foster Care Settings, if the assessment results in:**
 - **An increase in service payment, the new service rate is effective upon completion of the assessment; and**
 - **A decrease in service payment, the new lower service rate becomes effective 7 calendar days from the date the notification is sent to the provider.**

Individuals with an extended service rate under the pandemic policy who should have otherwise had a rate reduction based on the most recent assessment or rate setting tools (occurring prior to May 1, 2021) must have the service rate updated in eXPRS to reflect the lower service rate effective no later than July 1, 2021.

Please Note: A service provider may not issue a notice of involuntary exit to an individual as a result of a rate reduction.

Individuals with an exceptional service rate (Tier 7) not specifically related to the COVID-19 pandemic may continue to have the exceptional rate authorized if the exceptional rate is both necessary and the supports are provided by the residential setting provider.

COVID-19-Related Exceptions:

Effective May 1, 2021 all exception requests, including COVID-19-related exceptions, must be submitted using the DHS 0514DD Form and sent electronically to ODDS.FundingReview@dhsosha.state.or.us. All exceptions will be received and reviewed following the funding review process previously in place prior to the COVID-19 pandemic and documentation submission requirements apply.

The "COVID-19 Related Temporary Residential Setting Rate Exception Request" form will no longer be available for use. The form will no longer be accepted for exceptional funding requests beginning May 1, 2021. Exception requests submitted on or after May 1, 2021 on the COVID-19 related exception form will be returned with a request to resubmit on the DHS 0514DD form.

COVID-19 Related Exceptional requests will be available and made following the regular exception or funding review process and may include funding for:

- Increased challenging behavior: Additional DSP or Caregiver 1:1 or 2:1 hours to address increase in exclusive focus support needed to support challenging behavior related to COVID-19. **With pandemic conditions lasting over a year, there is a possibility that behavior support needs have stabilized. The Services Coordinator should work with the individual's team to evaluate if the individual's most recent ONA reflects the individual's ongoing support needs. This evaluation must occur as part of the individual's annual planning, but may take place any time sooner.**
 - **If the individual continues to have a higher level of support needs than reflected by the most recent ONA, a new Change-in-Need ONA conducted by an assessor should be requested.**
 - **If the individual's support needs have returned to a level similar to their support needs prior to the pandemic (and as reflected in their most recent assessment), there should no longer be an increased need for support and the exception must be discontinued effective the date the individual no longer required the additional support.**
- Loss of DSA/Employment Services: Additional 1:1 or 2:1 hours are necessary to provide adequate care and maintain safety for individuals who have lost access to their Day Support Activities or Employment services and received 1:1 or 2:1 staffing when participating in DSA or Employment services. **Individuals who are able to return to DSA or employment services may no longer have a need for an increased residential rate (specifically granted for the reason of not having the DSA or**

employment services available due to the pandemic) or may need an adjustment to the exception to reflect the level of services they are able to access. The exception should be updated as soon as the individual experiences a change in services such as the DSA/Employment services becoming available and accessible to the individual.

- **For individuals who are able to return to DSA/Employment services at a level similar to what they were able to access prior to the pandemic, the exception may no longer be needed.**
- **An adjustment to an exception may be appropriate for an individual who is able to access DSA/Employment, but the current level of access is less than the individual's services prior to the pandemic.**
- Additional shared staffing due to unavailable DSA or Employment Services: Additional shared staffing in the home during times individuals normally would have been participating in DSA or employment services is needed to maintain basic health and safety in the home. **With a slow transition back to DSA/Employment services being available again, and services often varying from what was available prior to the pandemic, additional funding to address adequate shared staffing levels in the home may continue to be necessary.**
 - **If the individuals in the home are able to return to DSA or employment settings, or the additional staffing has not been consistently provided, the exceptional funding must be discontinued. In situations where the exceptional funding for additional staffing in the home is no longer needed or may be reduced, the Services Coordinator needs to provide updated information to ODDS Funding Review reflecting the current level of staffing.**
- Quarantine/Distancing-related exceptional expenses: Funding to address required support of an individual in a individualized quarantine or physically-distanced environment separate from housemates. Funding may include increase staffing hours to provide continuous support to the individual, as well as costs associated with accessing a separate temporary living environment. **Quarantine/Distancing-related exceptions should be time-limited. Services Coordinators need to evaluate if there are any exceptions granted due to quarantine or distancing that are in place for more than a very temporary period. This evaluation should occur during the ISP planning process, if not sooner, and the adjustment to the exception should be made, as necessary, to ensure the exception is only applied to the active period of quarantine or exceptional distancing related supports.**

Approved Exceptional Funding Requests specific to COVID-19 may continue **only** when all of the following conditions apply. At a minimum, the Services Coordinator must work with the team during the ISP process to evaluation if the following criteria are met:

- The condition or situation requiring the exceptional funding continues to apply to the individual;

- The individual continues to need an exceptional level of support, consistent with the amount of additional support as approved in the original exception request approved by the Department; AND
- The provider continues to provide the level of exceptional support as indicated in the exceptional funding request

For those individuals who no longer need exceptional supports, the end date of the exceptional funding should coincide with the date the support was no longer needed and/or the provider no longer provided the level of exceptional support, whichever is earlier.

ODDS reserves the right to end COVID-related exceptional funding at its discretion, with appropriate notice. Reasons ODDS may terminate exceptional approval include: change in situation, availability of alternate resources, lack of demonstration that exceptional supports are or were being provided, budgetary constraints, or end of pandemic state of emergency.

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