Lilia Teninty

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Number: DD-AR-21-016
Issue date: 3/19/2021

Topic: Disability Determination
Due date: 3/19/2021

Subject: ODDS Diagnoses & Evaluation Coordinator Eligibility Consultations

Applies to (check all that apply):

- All DHS employees
- County Mental Health Directors
- Area Agencies on Aging: {Select type}
- Health Services
- Aging and People with Disabilities
- Office of Developmental Disabilities Services (ODDS)
- Self Sufficiency Programs
- ODDS Children’s Intensive In Home Services
- County DD Program Managers
- ODDS Children’s Residential Services
- Support Service Brokerage Directors
- Stabilization and Crisis Unit (SACU)
- ODDS Children’s Intensive In Home Services
- County DD Program Managers
- Other (please specify): Eligibility Specialists

Action required: CDDP Program Managers and Eligibility Specialists must implement the ODDS D&E Eligibility Consultation Worker Guide & Protocols. The worker guide and D&E Consultation Form must be used for all formal ODDS eligibility consultations which may result in a determination of eligibility by the CDDP.

Reason for action: The worker guide is intended to provide Eligibility Specialists a foundation of core competency and due diligence steps for eligibility determinations and consultations to create consistency in eligibility consultations, determinations, formal ODDS D&E Consultations, and responses.

Communication/training: ODDS will review this communication at the monthly statewide Eligibility Specialist meeting on Monday, March 29th at 3:00p.m. (P.S.T.).

This transmittal will be discussed during the next Monthly Transmittal Review. These meetings are held the second Wednesday of every month at 2 pm using the TEAMS platform. The link to participate is here: Join Microsoft Teams Meeting, or you can call 971-277-2343 using conference ID: 403 980 561# to hear only the audio portion of the meeting. Please send questions in advance to ODDS.INFO@state.or.us.
The related documents are posted online:


D&E Consultation Request Form: https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/WorkerGuides/Eligibility-Consultation-Request-Form.docm

Field/stakeholder review: ☑ Yes ☐ No

If yes, reviewed by: ODDS Engagement & Innovation website

If you have any questions about this action request, contact:

Contact(s): ODDS Diagnosis & Evaluation Coordinators
Email: ODDS.DE@dhsoha.state.or.us