Action Request Transmittal
Developmental Disabilities Services

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Number: DD-AR-21-026
Issue date: 4/8/2021

Topic: Developmental Disabilities

Subject: Guidance for Assisting Families with Medicaid Applications in ONE

Applies to (check all that apply):

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

Action required:
Case Management Entities (CMEs) working with families who have requested I/DD Medicaid-funded services will be assisting families with applying for Medicaid through the new OregONEligibility (ONE) system.

To support CMEs with this function, ODDS, in collaboration with Community Developmental Disabilities Programs (CDDPs), developed the following four Guides:

1. [Guide for CDDPs Assisting with Application for Child Referred for Medicaid Funded In-home Services](#);
2. [Guide for CDDP’s Assisting with Application for Medicaid for Child Referred for Children’s Foster Care](#); and
3. ODDS Medicaid Guide for Families of Children who Experience Intellectual or Developmental Disabilities provided in [English](#), [Russian](#), [Simplified Chinese](#), [Somali](#), [Spanish](#) and [Vietnamese](#).

5. The first two Guides above are reference tools for CMEs that outline the necessary steps CMEs must follow when assisting families with the application for Medicaid. The third and fourth Guide’s are a reference for families to help them understand the new Medicaid process and the renewal process; CMEs may provide these Guides to families when discussing Medicaid eligibility determination and redetermination.

**Reason for action:**
All Medicaid programs must be processed in the OregONEligibility (ONE) system.

**Communication/training:**
The Microsoft Teams meeting is **April 15, 2021 at 2:00PM – 3:00PM**. The link to participate is here: [Join the Microsoft Teams Meeting](#), or you can call **971-277-2343** using conference ID: 746 909 348# to hear only the audio portion of the meeting. Please send questions in advance to **ODDS.INFO@state.or.us**.

**Field/stakeholder review:**  ☑ Yes  ☐ No
These guides were a collaboration of representation from ODDS, CME's, TAU, PMDDT, APD, OCDD and parents of children who experience disability. They have also been posted on the E&I page for additional input.

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

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