Information Memorandum Transmittal
Developmental Disabilities Services

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Number: DD-IM-21-034
Issue date: 5/5/2021

Topic: Developmental Disabilities

Subject: New CAM Enhancements Coming on May 10th 2021

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
☒ Support Service Brokerage Directors
☒ 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):

Message:

ODDS would like to make all CAM users aware of updates to the system that will be available May 10th of 2021. These updates add additional fields to Person Records and Serious Incident records. Users are not required to take immediate action, only to be made aware of the new enhancements. Please share this information with CAM users on your team.

Person/Service Provider Records:

HCW/PSW types have been expanded to include: Behavioral Professional, Job Coach and Multiple. A user can more accurately identify which record is needed by having this additional level of detail. Multiple identifies if the HCW/PSW Independent Provider offers multiple services to their clients.

When a user selects HCW/PSW within their List View on the Person/Service Provider tab, they will be able to identify the HCW/PSW type in the details of the list:
Serious Incident Records:

In the Summary text field, LEA Notes and Recommended Action Notes on a Serious Incident record, a user can now utilize formatting tools within the narrative fields. These tools allow a user to bold/italicize/underline words, as well as adjust font size and formatting. A user can utilize the tools when creating a new SI record, or when editing a previously existing one.

Formatting tools when creating an SI:

Formatting tools when editing an existing SI:
When creating an SI, or editing an existing one, a user can now search for an existing Nurse or Nursing Agency responsible at the time of the Incident.

**Responsible Parties**

**Parties Responsible at Time of Incident Search**

The Responsible Party is a Service Provider and/or paid individual responsible for the SI Client at the time of incident.

**Responsible Service Provider at Time of Incident**

Search...

**Responsible HCW/PSW at Time of Incident**

Search...

**Nurse/Agency at Time of Incident**

Search...

**Child Abuse Reports:**

A user may need the ability to refer an SI involving a child, to Child Welfare. While entering an SI detail in the Incident tab, if the DD Authority is: DD Children, DD SACU Children or DD Child Group Home, the user will be given the available options:
The user has the option to fill in the following details if there was a report to Child Welfare:

- **Report to Child Welfare**
- **CW Report Number**
- **Child Welfare Notes/Details**

This information will remain on the SI record:
Communication/training:

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.Questions@dhsoha.state.or.us.

| If you have any questions about this information memorandum, contact: Joshua.J.Stogsdill@dhsoha.state.or.us |