

# Information Memorandum Transmittal Developmental Disabilities Services



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**Number: DD-IM-21-058**

**Issue date: 7/20/2021**

**Topic:** Developmental Disabilities

**Due date:**

**Subject:** Service Groups in eXPRS and Agency Provider Rates

**Applies to (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees                               | <input type="checkbox"/> County Mental Health Directors   |
| <input type="checkbox"/> Area Agencies on Aging: {Select type}           | <input type="checkbox"/> Health Services  |
| <input type="checkbox"/> Aging and People with Disabilities              | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS)  |
| <input type="checkbox"/> Self Sufficiency Programs                       | <input checked="" type="checkbox"/> ODDS Children's Intensive In Home Services  |
| <input checked="" type="checkbox"/> County DD Program Managers           | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)   |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors  | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): Medicaid Certified Agency Providers (24-Hour Residential, Employment, Host Homes, Supported Living, Community Living Supports) |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services |   |
| <input type="checkbox"/> Child Welfare Programs                          |   |

**Message:**

The Office of Developmental Disabilities Services (ODDS) has, for the past few years, been engaged in the [Compass Project](#). One goal of the project is to use the Oregon Needs Assessment (ONA) to replace other assessment tools, including the Adult and Child Needs Assessment (ANA/CNA) and the Supports Intensity Scale (SIS). Among other things, the ONA assigns every individual to a service group based on assessed need. Please go [here](#) to learn more about service groups.

On Thursday, July 22, 2021, the ability to see the assigned service group for any individual with a current ONA, who is enrolled in a program for which the rate is set according to the service group, will be made available to Case Management Entities (CME) and certified Medicaid agency providers.

Beginning in July 2022, the service group will be used to establish a rate for certain services. These are all the services for which the rate will be set according to the

service group during the initial roll out in July 2022:

- 24 Hour Residential
- Host Homes
- Employment Path
- Small Group Supported Employment
- Day Support Activities
- Job Coaching
- Job Development
- Discovery

Every individual will be assigned to one service group. Each service group has a payment category associated with it that determines the rate for the service. There are four payment categories. Some payment categories apply to more than one service group.

Table 1	
Service Groups 1 and 2	Payment Category 1
Service Group 3	Payment Category 2
Service Group 4	Payment Category 3
Service Group 5	Payment Category 4

For most individuals this can be considered INFORMATION ONLY at this time. The only services that are currently impacted are the Children's Residential Program (SE142) and Host Homes (SE152). The rates for those two services are currently based on the service group. Other service types whose rates will be based on service groups will be impacted in July 2022. The rate paid to provider will be based on the individual's assigned service group. Please go [here](#) to see more about rates and the rate models.

The role of the ONA will continue to become more significant over the course of the next couple of years. It is critical that these assessments are accurate. The service groups are being released well in advance of the time they will impact rates so there is time to make them as accurate as possible as reassessments occur. CMEs and those contributing to the ONA must make every reasonable effort to assure their accuracy.

See the attachment to this transmittal below for instructions for finding service groups in eXPRS. These will be posted to the eXPRS help menu at the time of the next eXPRS update, later this fall.

**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: 468 508 153# to hear only the audio portion of the meeting. Please send questions in advance to [ODDS.Questions@dhsoha.state.or.us](mailto:ODDS.Questions@dhsoha.state.or.us).

*If you have any questions about this information, contact:*

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## **How to Find & View the Service Group (SG) Information on an Individual's Oregon Needs Assessment (ONA) Case Management Entities**

*(updated 7/19/2021)*

The eXPRS permissions for CMEs to view the Service Group (SG) information on an individual's Oregon Needs Assessment (ONA) have been updated. CMEs can now view SG information in eXPRS.

Detailed information on Service Groups can be found on the ODDS website for Service Groupings here: <https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/Pages/Service-Groupings.aspx>

Users will need to be assigned one of the below user roles to view the ONA Service Group information:

### CDDPs:

- CM ONA Viewer
- CM ONA SC
- CM ONA Assessor

### Brokerages:

- Brokerage ONA Viewer
- Brokerage ONA PA
- Brokerage ONA Assessor

### State Kids Services

- State Kids Svcs ONA Viewer
- State Kids Svcs ONA SC/PA
- State ONA Assessor

## To Find & View the SG Information on an ONA:

1. Log in to eXPRS. Users will need to select the **(Provider)** log in option from the **Organizational/Program Area** dropdown (if dropdown is present).

**Login**

Password accepted. Choose your organization and/or program area for this session.

You are in the Simulation environment

<b>Login Name:</b>	<input type="text" value="userID"/>
<b>Password:</b>	<input type="password" value="••••••••"/>
<b>Organization/Program Area:</b>	<input type="text" value="CME Case Management Provider (Provider)"/>

2. From the left-hand menu, click on **Client** → **Oregon Needs Assessment**.

<b>Client</b>	▶ View Client
<b>Provider</b>	▶ DD Eligibility Enrollment
<b>Contracts</b>	▶ Oregon Needs Assessment
<b>Prior Authorization</b>	▶ ONA Reports
<b>Claims</b>	▶ SIS Assessments
<b>CM/PA TCM Billing</b>	▶ Reports ▶
<b>Liabilities</b>	▶
<b>Reports</b>	▶
<b>Financial Maintenance</b>	▶

No match

3. In the **Find Oregon Needs Assessment** (ONA) page, enter the criteria needed to find the desired individual's ONA. Simply using the individual's **Client Prime** number to search should be sufficient. With the criteria entered, click **Find** to search.









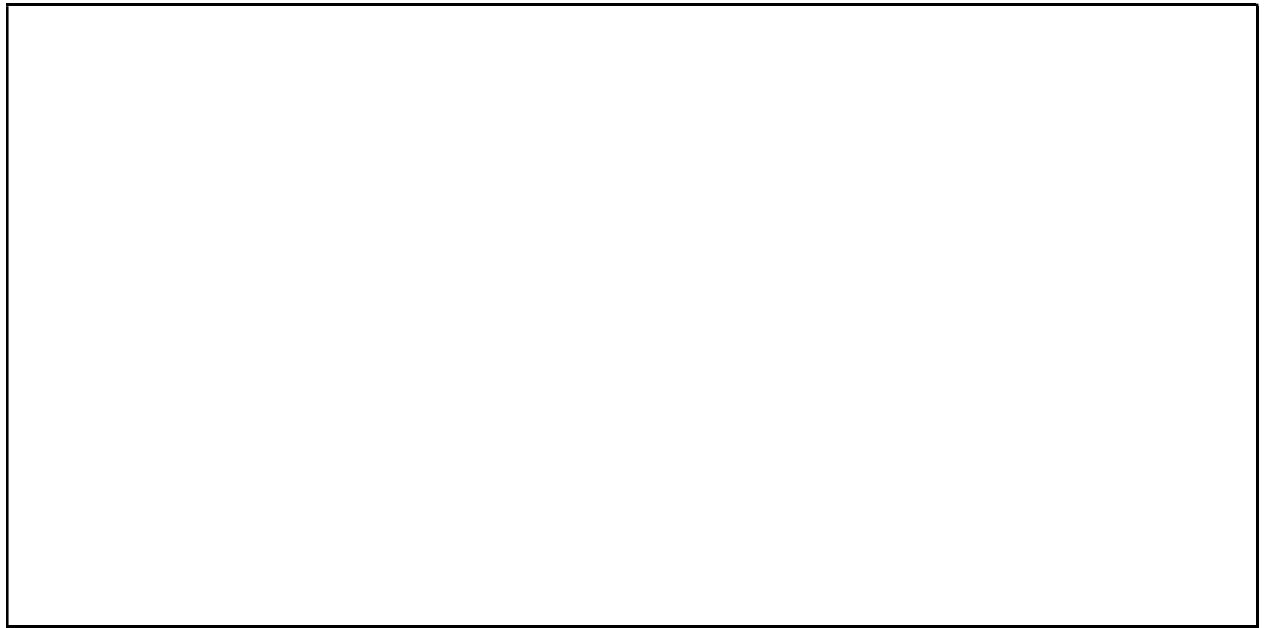








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