Action Request Transmittal
Developmental Disabilities Services

Lilia Teninty

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Number: DD-AR-21-062
Issue date: 7/26/2021

Topic: Developmental Disabilities
Due date: 7/30/2021

Subject: Category 3 (Tier 4, 5, 6) On-Going and Maintenance Rate Adjustment

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
☐ ODSS Children’s Intensive In Home Services
☒ County DD Program Managers
☒ ODDS Children’s Residential Services
☐ Stabilization and Crisis Unit (SACU)
☒ Support Service Brokerage Directors
☒ Other (please specify): Employment Provider Agencies
☐ Child Welfare Programs

Reason for Action: Upon publication on 7/12/2021 of the Expenditure Guidelines, there was an error in the Category 3 (Tier 4, 5, 6) Job Coaching rate for On-Going and Maintenance rates. The On-Going and Maintenance Job Coaching rates were published and rolled as $62.44, but should have been published and rolled as $70.25. Upon publication of this transmittal, the Expenditure Guidelines have been updated to reflect the proper rate.

A few other minor discrepancies have been updated due to the eXPRS rate matrix and expenditure guidelines having a $.01 discrepancy. When eXPRS rates were rolled they were rolled accurately and the expenditure guidelines are being corrected to reflect those changes.

Required Action: At this time, ODDS is requesting that Category 3 Job Coaching rates for On-Going and Maintenance Job Coaching rates are updated in eXPRS from 7/1/2021 forward because the eXPRS rate matrix was not accurate and did not allow for the Category 3 Job Coaching rates for On-Going and Maintenance Job Coaching to be accurately reflected. Fortunately, this only affects a few individuals and most of these rates have not yet been billed.
If nothing has been billed against the SPA, the Case Management Entity (CME) must:
1. Void the authorizations; and
2. Reauthorize the rate at $70.25

If the provider has already billed against the SPA, the CME must:
1. Send a Plan of Care (POC) Update Request to ODDS.FundingAllocationCoordinator@dhsoha.state.or.us with the individuals name, prime and the service to be updated and ODDS will update the SD and claims to the new rate

**Note: this change is only required for 7/1/2021 forward.**

Any new authorizations for Category 3 Job Coaching rates for Employment provider agencies must be authorized at $70.25.

ODDS has sent e-mails to the impacted CMEs. However, there is a chance that some authorizations had not been entered when ODDS reviewed to determine who may be impacted. If you are notified by a provider of this rate differential, or in the event that you identify someone who this impact, please follow the above steps to correct the rates.

**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.

**Field/stakeholder review:** □ Yes ☒ No

**If yes, reviewed by:**
This was an administrative error that must be corrected, it is not subject to review.

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

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<thead>
<tr>
<th>Contact(s): Acacia McGuire Anderson</th>
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<tr>
<td>Phone:</td>
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<tr>
<td>Email: <a href="mailto:acacia.mcguireanderson@dhsoha.state.or.us">acacia.mcguireanderson@dhsoha.state.or.us</a></td>
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