

Action Request Transmittal Developmental Disabilities Services



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Number: DD-AR-21-065

Issue date: 8/2/2021

Topic: Developmental Disabilities

Due date: Upon Release

Subject: Childrens Support Needs Assessment (SNAP) Update Version

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 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 type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): Service Coordinators and Assessors |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Action required:

Effective July 1, 2021, all newly completed children's Support Needs Assessment Profile (SNAP) assessments must use the latest posted children's version [v21-07C](#). This version implements the legislatively determined temporary service rate increase of 8.2% which includes a continuation of the temporary 5% increase from July 1, 2020 + 3.2% effective July 1, 2021. To ensure the temporary service rate increase is implemented for SNAP assessments after July 1, 2021, please verify that SNAP version v21-07C is used to complete the assessment. Note: For those children already enrolled in Children's Foster Homes, the temporary service rate increase has been automatically applied to service rates authorized in eXPRS Plan of Care for July 1, 2021.

If a SNAP was completed after July 1, 2021 using any previous (older) SNAP version than v21-07C, the CME/Assessor must do the following:

- 1) Please send an e-mail to Peter.Straton@dhs.oha.state.or.us requesting a secure reply, with "Children's SNAP adjustment" in the subject line. You should receive the requested secure reply within a day or two.
- 2) Please reply to the received secure e-mail with the completed version v20-10C SNAP attached.

- 3) ODDS will transfer the Client Demographics page information and all option selections and notes from the current-version SNAP into a new v21-07C version.
- 4) The updated version will then be returned to the requestor as an attachment in a secure e-mail.
- 5) The CDDP is responsible for entering the corrected rate into eXPRS, back dated to the original effective date.
- 6) The CDDP should keep copies of the exchanged e-mails as part of the individual's records.

Reason for action:

Effective July 1, 2021 children's foster care providers (along with other residential providers) became eligible for a legislatively approved temporary service rate increase of 8.2%. ODDS was unable to update its children's SNAP version to reflect the new rate until July 29, 2021. As a result, some SNAP assessments may have been completed on or after July 1, 2021 using an older SNAP version that did not include the temporary service rate increase. While the number of SNAP assessments in this scenario is expected to be small, the instructions in this transmittal provide a remedy for CDDP's to correctly update the SNAP to obtain the increased rate.

The legislatively determined rate-increases are temporary, expiring after June 30, 2022. On and after July 1, 2022, the SNAP version v21-07C will automatically revert to the previous rate that was in effect prior to July 1, 2020.

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@dhsola.state.or.us

Field/stakeholder review: Yes No

If yes, reviewed by:

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

Contact(s): Ken Ralph	
Phone: 503 580-0321	Fax: 503 373-7274
Email: ken.j.ralph@dhsola.state.or.us	