

Information Memorandum Transmittal Developmental Disabilities Services



Lilia Teninty

Authorized signature

Number: DD-IM-21-077

Issue date: 9/2/2021

Topic: Developmental Disabilities

Due date:

Subject: Licensing Unit Restructuring and Caseload Changes

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 checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): Provider Organizations |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

ODDS Licensing is undergoing a restructuring of licensing reviews. The ongoing Public Health Emergency has contributed to licensing reviews being behind schedule. In addition, ODDS licensing has been approved for hiring new positions which will expand the licensing unit by 19 new positions. This has resulted in the revamping of various processes including but not limited to the removal of set caseloads for licensors.

Providers should expect to be contacted by different members of the licensing unit for their renewals, on-site inspections, and licensing reports. In addition, providers can expect that more streamlining, standardization, and consistency will be occurring within licensing reviews. Providers will have opportunities to provide feedback and input regarding licensing in quarterly stakeholder meetings.

Stakeholder Meetings:

ODDS Licensing would like to invite providers to quarterly provider meetings beginning

October 2021. The agenda items will vary; however, topics will include licensing updates, rule and policy interpretations, Q&A with providers, and training opportunities. The Quarterly provider meetings will be available using the following details:

24-Hour Group Home Providers & Host Homes:

Meeting link will be using Teams:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTIiZjg2MzEtMjYyNi00MjRkLWFjOWUtMDImZWY2MTA3YjAy%40thread.v2/0?context=%7b%22Tid%22%3a%22658e63e8-8d39-499c-8f48-13adc9452f4c%22%2c%22Oid%22%3a%225e03e998-d3c2-4573-b5bc-917a390ce5fe%22%7d

Or call in (audio only)

[+1 971-277-2343 76027519#](tel:+1971277234376027519#)

When: 3rd Tuesday of the Quarter Month

Time: 10am – 12pm

Months: October, January, April, July

All other Endorsement Types (Employment, CLS, SLP, DNS, and Behavior Professionals)

Meeting link will be using Teams:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_Mzc3ZmU2MTUtMTVhYy00NTVmLWExZDgtMzdkOTIyOWY3ZTd%40thread.v2/0?context=%7b%22Tid%22%3a%22658e63e8-8d39-499c-8f48-13adc9452f4c%22%2c%22Oid%22%3a%225e03e998-d3c2-4573-b5bc-917a390ce5fe%22%7d

Or call in (audio only)

[+1 971-277-2343 234335057#](tel:+19712772343234335057#)

When: 3rd Tuesday of the Quarter Month

Time: 10am – 12pm

Months: November, February, May, August

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.

If you have any questions about this information, contact:

Contact(s): Jessica Denison	
Phone: 503-569-8810	Fax:
Email: jessica.denison@dhsoha.state.or.us	