

Action Request Transmittal Developmental Disabilities Services



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Number: DD-AR-21-089

Issue date: 10/19/2021

Topic: Provider Information

Due date:

Subject: Coronavirus Relief Funding

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 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 checked="" type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): 24 Hour Group Home Providers |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Reason for action:

ODDS recently received approval to use Coronavirus Relief Funding (CRF) and GF for \$500 payments to any staff, part-time or full-time, working in adult or child group homes serving people with intellectual and developmental disabilities (I/DD) from October 8, 2021 through November 15, 2021.

Action required:

To receive the funds, provider agencies will be required to submit to ODDS an attestation of the number of employees who qualify for this funding, based on payroll records. Workers supporting individuals in group homes that were employed as of October 8, 2021 and remain employed at the same agency through November 15, 2021 are eligible to receive the \$500 retention payment. The attestation form will be sent to all group home providers in an active status as of November 15, 2021.

Note: This is a total of \$500.00 per employee. Please consult with your tax advisor or payroll entity for information on appropriate tax withholding for employees and the employer.

ODDS will begin issuing payments to providers based on data in the attestation form on December 1, 2021.

Eligibility is limited to:

- Staff members, full or part time, working in a group home, supporting people with IDD living in the group home; and
- Staff members employed directly by the agency (**excludes contracted staff**); and
- The payment amount is not intended to be 'pro-rated' for part-time employees; and
- Staff members who were employed continuously by the group home agency from Oct. 8, 2021 through Nov. 15, 2021.

Communication/training:

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@dhsosha.state.or.us.

- The Monthly Transmittal Reviews are held the second Wednesday of every month at 2 pm using the Zoom platform. Please register in advance for these meetings: <https://www.zoomgov.com/meeting/register/vJlsc-qvqD8iGURx5OQk8TAdIS6Arg9ZAf4>
- After registering, you will receive a confirmation email containing an appointment and information about joining the meeting. American Sign Language (ASL) and live captioning will be provided. To request other accommodations or languages, please send an email to ODDS.Questions@dhsosha.state.or.us at least three business days prior to the meeting.

Field/stakeholder review: Yes No

If yes, reviewed by:

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

Contact(s): Lea Ann Stutheit or Heather Smith	
Phone:	Fax:
Email: odds.coo@dhsosha.state.or.us	