

# Policy Transmittal Developmental Disabilities Services



**Authorized signature**

**Number: DD-PT-21-104**

**Issue date: 12/16/2021**

**Topic:** Developmental Disabilities

**Due date:**

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
  Manual update   
  Other:

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

<b>Policy/rule title:</b>	SACU Adult Residential Referrals		
<b>Policy/rule number(s):</b>		<b>Release number:</b>	v1
<b>Effective date:</b>	December 20, 2021	<b>Expiration date:</b>	
<b>References:</b>	SACU Adult Referral Worker Guide		
<b>Web address:</b>	<a href="https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/WorkerGuides/SACU-Referral-Adult.pdf">https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/WorkerGuides/SACU-Referral-Adult.pdf</a>		

**Discussion/interpretation:**

Referrals for adults with intellectual disabilities, to the Stabilization and Crisis Unit (SACU) is established in the [SACU Adult Referral Worker Guide](#).

SACU will accept referrals from Designated Referral Contacts (DRCs) when all other available and qualified providers have been exhausted and are unable to support the individual. The Worker Guide outlines what it means to exhaust all other resources as

well as outlining where referral packets may be sent in order to be reviewed for consideration of placement.

**Implementation/transition instructions:**

Effective December 20, 2021 SACU will require referrals be made following the expectations in the [SACU Adult Referral Worker guide](#). Individuals referred prior to the effective date of this Policy Transmittal will continue to be considered for placement in a SACU home as vacancies are established.

**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](mailto: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](mailto:ODDS.Questions@dhsosha.state.or.us) at least three business days prior to the meeting.

**Local/branch action required:** Designated Referral Contacts must follow the SACU Adult Referral worker guide when making a referral to SACU

**Central office action required:** Discussion at the next scheduled bimonthly DRC call

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:** Comments received via Engagement and Innovations web posting

**Filing instructions:**

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

Contact(s): <a href="mailto:sacu.referral@dhsosha.state.or.us">sacu.referral@dhsosha.state.or.us</a>	
Phone:	Fax:
Email:	