

Information Memorandum Transmittal Developmental Disabilities Services



UPDATED

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Number: DD-IM-22-003

Issue date: 4/7/2022

Topic: Developmental Disabilities

Due date: 4/7/2022

Subject: Compass Project Trainings

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All ODHS 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 checked="" 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 | |

Message:

ODDS staff will present several Compass Project trainings in the coming months to prepare those who work in or receive services in Oregon's intellectual and developmental disabilities system. The trainings will be offered on Workday or by webinar. These trainings are open to all audiences, however, there may be a specific focus for certain audiences. Information on these trainings including signup links can be found on the Compass Online Trainings web page at

<https://www.oregon.gov/dhs/Compass-Project/Pages/Online-Trainings.aspx>.

The training web page will be updated at the end of each month with registration information, dates, and links for upcoming trainings. Recordings of completed trainings will be posted at <https://www.oregon.gov/dhs/Compass-Project/Pages/Past-training.aspx>. Online modules will be in Workday when they become available. Please note that training for CMEs and Providers requires registration in Workday. Training for people and families does not require Workday registration, and a Zoom link is provided for those trainings.

April Training:

Technical Assistance for 24-Hour Residential Provider Rate Exceptions

When: 4/5/2022 from 9–10 a.m.

Audience: Case Management Entities, Provider billing staff and directors

Course description: This follow-up session will provide clarification and technical assistance for those working in the field as they begin considering and applying for residential rate exceptions as part of the new rate model implementation for 24-hour settings.

Where: [Join by Zoom](#)

Oregon Needs Assessment (ONA) Overview

When: 4/6/2022 from 6–7:30 p.m.

Audience: People with I/DD and their families

Course description: This training specifically focuses on people that ODDS serves and their families. It will focus on the assessment process, how to prepare, and what to expect.

Where: [Join by Zoom](#)

Technical Assistance for 24-Hour Residential Provider Rate Exceptions

When: 4/15/2022 from 2–3 p.m.

Audience: Case Management Entities, Provider billing staff and directors

Course description: This follow-up session will provide clarification and technical assistance for those working in the field as they begin considering and applying for residential rate exceptions as part of the new rate model implementation for 24-hour settings.

Where: [Join by Zoom](#)

Exceptions (Online)

When: April release

Audience: All

Course Description: This training is for all audiences and provides in-depth information about the exception processes and specific steps involved with exceptions.

Where: Workday

Employment Exceptions (Online)

When: April release

Audience: All

Course Description: This training is for all audiences and will cover employment-specific information about the exception processes and steps involved with exceptions.

Where: Workday

May Training:

eXPRS and How to Authorize Professional Behavior Services

When: May release

Audience: Case Management Entities

Course Description: This training covers the process and steps to authorize Professional Behavior Services in eXPRS. This is primarily focused on CME role in the process.

Where: Workday

eXPRS and How to Bill for Professional Behavior Services

When: May release

Audience: Professional Behavior Supports

Course Description: This training covers the process and steps to bill for Professional Behavior Services in eXPRS. This is primarily focused on provider role in the process.

Where: Workday

MMIS and How to Authorize and Bill for Direct Nursing Services

When: May release

Audience: Case Management Entities, Direct Nursing Services Agencies

Course Description: This training covers the process and steps to authorize and bill for Direct Nursing Services in MMIS. This is primarily focused on provider and CME roles in the process.

Where: Workday

How to Bill for non-PBS and non-DNS Services

When: May release

Audience: Case Management and Providers

Course Description: This training will cover how to authorize and bill for non-PBS and non-DNS services in group homes, including attendant care services. This is primarily focused on provider and CME roles in the process.

Where: Workday

How to Bill for Other Items (Transportation and Employment)

When: May release

Audience: Case Management and Providers

Course Description: This training describes how to authorize and bill for transportation and employment services. This is primarily focused on provider and CME roles in the process.

Where: Workday

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.

If you have any questions about this information, contact:

Contact(s): Theresa Knowles	
Phone: 541-214-9063	Fax:
Email: theresa.m.knowles@dhsosha.state.or.us	