

Policy Transmittal Developmental Disabilities Services



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Number: DD-PT-22-032

Issue date: 3/24/2022

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 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 checked="" type="checkbox"/> Other (<i>please specify</i>): ODDS Services Providers, including Medicaid Agency Providers and Provider Organizations |
| <input checked="" type="checkbox"/> ODDS Children’s Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	ODDS Exceptions Form Update and Expiration of Provider Agency Rates		
Policy/rule number(s):		Release number:	
Effective date:		Expiration date:	
References:			
Web address:			

Discussion/interpretation:

ODDS has made significant changes to the [ODDS Exceptions and Funding Review Request Form](#). The updated DHS ODDS 0514 form is now available.

Additionally, as part of the Compass Project rate implementation, if an exception to an agency provider rate for the following services is needed after the new rate model becomes effective July 1, 2022, a new exceptions request must be submitted using the updated exceptions form:

- 24-Hour Residential Settings
- DSA/Employment Agency Provider Rates
- In-Home Provider Agency Rates
- Transportation Provider Agency Rates

Implementation/transition instructions:

Updated ODDS Exceptions Form:

The ODDS Exceptions and Funding Review Form ([DHS ODDS 0514](#)) has been updated to coincide with the Compass rate model implementation. The intention with the form update is to improve the process, including:

- The ability to make multiple requests for the same individual using the same form.
- Targeted questions to limit the need for follow-up from the review committee.
- Less documents needing to be attached to an exceptions request.

Beginning April 1, 2022, all exceptions and funding review requests submitted to ODDS must be completed using the updated version of the ODHD ODDS 0514 form. Requests submitted on older versions of the form will be returned to the CME with the explanation that the new form version must be used.

Tips for Using the Updated Exceptions Form:

- Use Adobe software for best results.
- Do not attempt to use the form on a mobile device.
- Complete the form electronically- the form has many interactive features and can only be completed when the electronic format is used.
- Be sure to answer all questions.
- Submit the request electronically to: ODDS.FundingReview@dhsosha.state.or.us.
- When submitting the form, if the request is for an agency provider rate exception, cc: the agency provider.

The exceptions form is located on the ODHS Forms Server Webpage:

<https://sharedsystems.dhsosha.state.or.us/forms/>

Using the search feature, type in “0514DD” in the first box and press the search box in the top left or bottom right corner.

<input type="button" value="CLEAR"/> <input type="button" value="SEARCH"/>	
DHS/OHA publication or form number - Do not enter alpha letters before numbers in search box. Examples: DHS 0046 enter 0046 DHS 0369 enter 0369 DHS 0415F enter 415F OHA 2130 enter 2130	<input type="text" value="0514DD"/>
Agency/Division	<input type="text" value="All"/>
Service Type:	<input type="text" value="All"/>
Title contains the word or phrase:	<input type="text"/>
Language	<input type="text" value="All languages"/>
Large Print?	<input type="text" value="Either"/>
Form Status	<input type="text" value="All"/>
Revision Date	From <input type="text"/> To <input type="text"/> <small>(use date format of: MM/DD/YYYY)</small>
Date Obsoleted	From <input type="text"/> To <input type="text"/> <small>(use date format of: MM/DD/YYYY)</small>
<input type="button" value="SEARCH"/>	

Provider Agency Rates on or after July 1, 2022:

Once the new Compass Rate Model goes into effect, the following agency provider rate exceptions will expire:

- 24-Hour Residential Settings
- DSA/Employment Agency Provider Rates
- In-Home Provider Agency Rates
- Transportation Provider Agency Rates

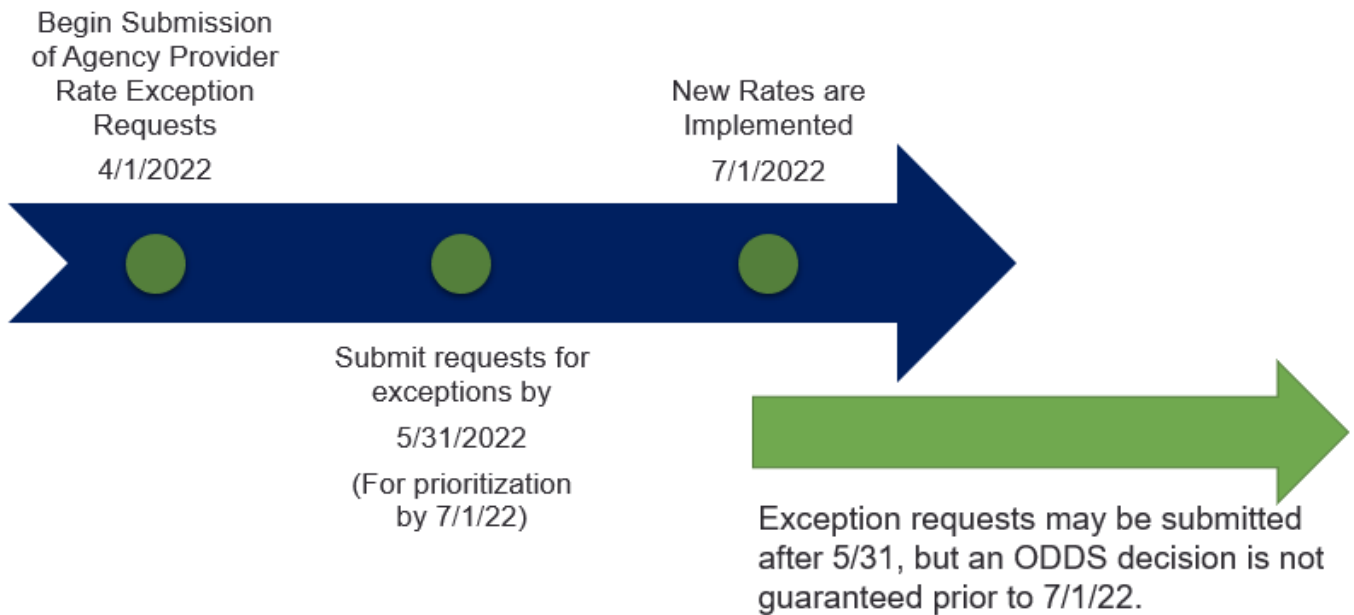
If, following the implementation of the new agency provider rate model for the services listed above, an exception is needed to the service rate for an individual, a new exception must be requested using the updated ODDS Exceptions and Funding Review Form (ODHS ODDS 0514).

To clarify, previously approved exceptional provider agency rates will not automatically carry over and must be requested through the ODDS Exceptions process.

Other exception types that are not specific to agency provider rates, such as in-home hours, transportation mileage, additional DSA/Employment hours, etc. are not affected

by the July 1, 2022 new rate implementation or agency provider rate expiration. Exceptions that are not agency provider rate exceptions do not require a new request as part of the July 1, 2022 new rate model implementation.

For agency provider service rate exceptions anticipated to be needed July 1, 2022, ODDS is prioritizing resources to process these requests. CMEs may begin submitting new exception requests for provider agency rates beginning April 1, 2022. ODDS will make determinations prior to the July 1, 2022 new rate model implementation for agency provider rate exception requests submitted on or before May 31, 2022. The new exceptional rates will be effective July 1, 2022.



Training/communication plan:

ODDS has provided training and communication about the Compass Project, including the new rate model and exceptions process. This information may be found on the ODDS Compass webpage: <https://www.oregon.gov/dhs/Compass-Project/Pages/index.aspx>

Additional training information can be found by clicking on the link for “Training” which will lead to a list of training opportunities as well as links to recorded trainings and web-based training models: <https://www.oregon.gov/dhs/Compass-Project/Pages/Training-Center.aspx>

ODDS will also be hosting a technical assistance session for 24-Hour Residential Setting Exceptions in April 2022:

April Technical Assistance for 24-Hour Residential Provider Rate Exceptions **When:** 4/5/2022 from 9 - 10 a.m. **Course description:** This follow-up session will provide follow 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](#) **Meeting ID:** 160 697 6619 **Passcode:** 37530 Case Management Entities, Provider billing staff and directors

April Technical Assistance for 24-Hour Residential Provider Rate Exceptions **When:** 4/15/2022 from 2 - 3 p.m. **Course description:** This follow-up session will provide follow 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](#) **Meeting ID:** 161 636 3392 **Passcode:** 528246

If you have any questions about this policy, contact:

Contact(s): ODDS Exceptions Team

Email: ODDS.FundingReview@dhsosha.state.or.us