

Information Memorandum Transmittal Developmental Disabilities Services



Lilia Teninty

Authorized signature

Number: DD-IM-22-038

Issue date: 4/21/2022

Topic: Developmental Disabilities

Due date:

Subject: ONA/POC Expiration Monthly Reports

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

Message:

Effective immediately Case Management Entities (CME) are no longer required to submit an exception request (DHS 0514) when an Oregon Needs Assessment (ONA)/ Level of Care (LOC) lapses.

Beginning in May 2022, each CME will receive a report noting upcoming ONAs and Plans of Care (POC) in eXPRS and those that are past due.

The ONA fulfills a number of functions, but one critical function is to verify the individual meets the ICF/IDD LOC. An individual must meet LOC, and this must be confirmed annually, in order to receive K plan and waiver services. No requests to skip or delay an ONA will be approved.

Due to software limitations, expiring and expired ONA/POCs have to be on separate spreadsheets. If a CME doesn't have expired ONAs or POCs, you will not get a spreadsheet regarding them. We realize there are legitimate reasons for ONAs or POCs to be expired and you are not required to report back to ODDS the reasons or that they have been corrected. POC dates are assumed to align with ISP dates. If they

do not and the expiring POC does not have a corresponding expiring ISP, the data can be disregarded.

Communication/training:

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@dhsoha.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@dhsoha.state.or.us at least three business days prior to the meeting.

If you have any questions about this information, contact:

Contact(s): Mike Parr	
Phone:	Fax:
Email: mike.r.parr@dhsoha.or.state.us	