

# Action Request Transmittal Developmental Disabilities Services



**UPDATED**

Lilia Teninty

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**Number: DD-AR-22-049**

**Issue date: 07/28/2022**

**Topic:** Developmental Disabilities

**Due date: 08/31/2022**

**Subject:** Survey for Case Management Entities

**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 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                         |   |

**Action required:**

Attention Case Management Entities:

**The deadline for submission of the Cost Survey for Case Management Entities is being extended to August 31, 2022.**

Pursuant to a budget note included in the 2021-23 budget, the Oregon Office of Developmental Disabilities Services (ODDS) is in the process of studying the funding structure for case management services. Burns & Associates, a division of Health Management Associates (HMA-Burns), has been contracted to assist with this rate study.

A key element of this study is a provider survey that collects information regarding CMEs' service designs and costs.

The Excel-based survey can be accessed at: [https://www.burnshealthpolicy.com/wp-content/uploads/2022/05/Case-Management-Rate-Study-Provider-Survey\\_Final.xlsx](https://www.burnshealthpolicy.com/wp-content/uploads/2022/05/Case-Management-Rate-Study-Provider-Survey_Final.xlsx)

The accompanying instructions can be accessed at:

<https://www.burnshealthpolicy.com/wp-content/uploads/2022/05/Case-Management-Rate-Study-Provider-Survey-Instructions.pdf>

Additionally, HMA-Burns and Associates recorded a webinar to walk through the survey. The recording is posted to [www.burnshealthpolicy.com/CMEStudy](http://www.burnshealthpolicy.com/CMEStudy).

Please note the following:

- Data collected through the survey will be used as part of the overall process to evaluate current and future funding options for CMEs. Thus, **all CMEs are expected to participate.**
- Partially completed surveys will be accepted however we ask that you do your best to complete all areas of the survey. You may skip any questions that request information that your organization cannot provide, and those portions of the survey that are completed will still be part of the survey analysis.
- All financial data should reflect your organization's most recently completed fiscal year. If there have been substantial changes in costs since that time, please describe these changes when submitting the survey. Additionally, if there are any factors that you believe should be considered but were not included in the survey, note those issues in the transmittal email when submitting the survey. You may also submit any other documentation that you would like considered as part of this study.

We recognize that the survey is lengthy and detailed. In addition to the recorded webinar noted above, you are encouraged to contact Stephen Pawlowski with any questions at [spawlowski@healthmanagement.com](mailto:spawlowski@healthmanagement.com) or (602) 466-9840.

***Completed surveys are due by August 31st and should be submitted to [bsmith@healthmanagement.com](mailto:bsmith@healthmanagement.com).***

### **Reason for action:**

Pursuant to a budget note included in the 2021-23 budget, ODDS is in the process of studying the funding structure for case management services. HMA-Burns has been contracted to assist with this rate study.

### **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.

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:**

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

Contact(s): Stephen Pawlowski	
Phone: 602-466-9840	Fax:
Email: <a href="mailto:spawlowski@healthmanagement.com">spawlowski@healthmanagement.com</a>	