

Policy Transmittal Developmental Disabilities Services



Lilia Teninty

Authorized signature

Number: DD-PT-22-082

Issue date: 09/01/2022

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

Policy/rule title:	Expenditure Guidelines Version 15		
Policy/rule number(s):		Release number:	
Effective date:	09/01/2022	Expiration date:	
References:			
Web address:	https://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/Documents/ODDS-Expenditure-Guidelines.pdf		

Discussion/interpretation:

Version 15 of the ODDS Expenditure Guidelines has been prepared and is effective for all services authorized for implementation on or after 9/1/22 unless as noted in the Guidelines.

The attached version of the Professional Behavior Services section of the Expenditure Guidelines is shown in tracked changes to make it easier to identify what is new. The

published version will not be posted in tracked changes. If there are any variations between the attached tracked changes version and the published document, [Version 15 Effective 9/1/22](#) should be considered correct.

This version of the Expenditure Guidelines incorporates a new policy around the amount of professional behavior services a person getting services in multiple settings can have. It also contains a link to a relevant transmittal about job coaching that had been inadvertently omitted.

Training/communication plan:

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@odhsoha.oregon.gov.

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@odhsoha.oregon.gov at least three business days prior to the meeting.

Field/stakeholder review: Yes No

If yes, reviewed by: A draft of the guidelines was posted to ODDS's Engagement and Innovations webpage.

If you have any questions about this policy, contact:

Contact(s): Mike Parr	
Phone: 503-508-4003	Fax:
Email: mike.r.parr@dhssoha.state.or.us	

Professional Behavior Services (SE49/50/54/145/149/150/151/257) ([OAR 411-304](#))

	Source	POC Code	POC Name
<p align="center"><u>Professional Behavior Services</u> <u>(SE49/54/149/150/151/257*)</u></p>	<p align="center">K Plan</p>	OR570ST (L) OR570RU (L)	Behavior Consultation, Assessment and Training for DD
	<p align="center">K Plan</p>	OR310ST (L) OR310RU (L)	Behavior Support services (on going)

Modifiers

Modifiers are used to identify the location of the individual and to determine rates. Use the modifier RU if the authorized provider is located greater than 70 miles from the individual's residence and they are the most cost-effective or only available provider.

Description and notes for inclusion on an ISP and POC

The need for Professional Behavior Services is determined through a functional needs assessment in combination with the person centered planning process and documented in the Individual Support Plan. If the functional needs assessment doesn't explicitly identify the needs for Professional Behavior Services the ISP team can agree to include this services on the individual's Support Plan.

All Professional Behavior Service activities must be for the direct benefit of the individual. Professional Behavior Services may be implemented in the home, vocational setting and/or community. Professional Behavior Services must meet all standards outlined in OAR 411-304.

Professional Behavior Services are only delivered by a qualified Behavior Professional in accordance with OAR 411-304-0170.

Professional Behavior Services (SE49/50/54/145/149/150/151/257) ([OAR 411-304](#))

Professional Behavior Services may only include:

- A Temporary Emergency Safety Plan (TESP);
- A Functional Behavior Assessment (FBA);
- A Positive Behavior Support Plan (PBSP);
- Maintenance of the PBSP;

Professional Behavior Services may also include training to the Designated Person (paid or unpaid) to mitigate the identified challenging behavior.

The inclusion of OR570 in a POC may authorize one or more of the following:

- Temporary Emergency Safety Plan (TESP)
- Functional Behavior Assessment (FBA)
- Positive Behavior Support Plan (PBSP)

The inclusion of OR310 authorizes Maintenance of the Positive Behavior Support Plan.

Instructions for authorization:

- A.** The SC/PA must add a separate Plan Line in eXPRS to identify each of the services/events known to be needed at the time. An ISP change form can add additional services at a later time.

The services/events available under this service element are limited to:

- a. For OR570
 - i. Temporary Emergency Safety Plan (TESP)
 - ii. Functional Behavior Assessment (FBA)
 - iii. Positive Behavior Support Plan (PBSP)

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b. For OR310 - Maintenance of the Positive Behavior Support plan.

B. Each service/event for OR570 must have a Service Prior Authorization (SPA) which:

- a. Identifies the provider of that portion of Professional Behavior Services
- b. Identifies the date range expected for that portion of Professional Behavior Services.
- c. Identifies the *not to exceed* amount equivalent to the Behavior Professional's rate (using the appropriate modifier) multiplied by the number of hours authorized for that portion of Professional Behavior Services.
- d. The SPA may be left as "draft" until the event has been completed and the corresponding document and invoice are submitted for final payment at which point in time the SPA can be revised to reflect the actual service cost and "submitted". Once submitted and in "accepted" status, the SPA can be billed against for the total cost of that portion of services.

C. The Behavior Professional bills in eXPRS following the completion and submission of the TESP, FBA or PBSP and corresponding invoice. Maintenance may be billed when delivered consistent with the ISP or Service Agreement.

D. The Behavior Professional bills in eXPRS once for each event/service of OR570 (TESP, FBA, PBSP) by calculating their rate multiplied by the number of hours invoiced for the service. The number of hours delivered may not exceed that which was indicated in the ISP and authorized in the Service Prior Authorization in eXPRS. OR 570 must be billed in separate and distinct events/services for the total cost of that event:

- a. When needed a Temporary Emergency Safety Plan (TESP) in accordance with OAR 411-304-0150 (4);

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- b. Functional Behavior Assessment (FBA) in accordance with OAR 411-304-0150 (5) and when indicated
- c. Positive Behavior Support Plan (PBSP) in accordance with OAR 411-304-0150 (6) including:
 - i. Initial Training of the PBSP and
 - ii. Safeguarding Interventions when indicated in accordance with OAR 411-304-0145.
- d. Without an ODDS approved exception, the following limits apply to OR570:
 - i. The sum of all OR570 events/services may not exceed the total cost of 30 hours multiplied by the Behavior Professional's rate except ~~in ii., as noted~~ below.
 - ii. An individual whose ONA assigned service group is "5-Very High" and whose Behavior Support Score is 'yes' (5b) may be authorized for up to the cost of 45 hours multiplied by the Behavior Professional's rate for all OR570 events/services.
 - ~~ii.iii. An adult who receives employment or DSA services and gets in-home or residential services who needs support with behavior in multiple settings can access an additional 10 hours per year (40 total) to address the additional setting. These 10 hours are not in addition to the 45 hours noted in section (ii) above.~~
- E. OR 310 may only be billed for the maintenance of the PBSP on a per-hour basis.
 - a. All ongoing maintenance of the PBSP must be in accordance with OAR 411-304-0150 (6).
 - b. Without an ODDS-approved exception, maintenance of the PSBP may not exceed 18 hours per plan year except in c., below.
 - c. An individual may be authorized for up to 30 hours per year of maintenance of the PBSP if:
 - i. whose Their ONA assigned service group is '5-Very High' and whose Behavior Support Score is 'yes,' (5b), or
 - ii. The individual is an adult who receives employment or DSA services and gets in-home or residential services and needs support with behavior in multiple settings may be authorized for up to 30 hours per year of maintenance of the PBSP.

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(Until eXPRS can be updated, there is a \$3200 limit for plan lines that authorize this service. Thirty hours of maintenance will cause this limit to be exceeded. In this situation non-overlapping plan lines totaling the required amount can be authorized.)

- Authorizations of this service for an individual may only be made for an individual receiving Supported Living Services (SE51) when the cost for behavior supports is not included in the Supported Living Budget and has been approved by ODDS.