

Information Memorandum Transmittal Developmental Disabilities Services



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Number: DD-IM-22-086

Issue date: 09/15/2022

Topic: Developmental Disabilities

Due date:

Subject: Medicaid Renewal Lists for DD

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 (<i>please specify</i>): |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

The ONE system sends renewal notices to individuals when it is time for the Medicaid redetermination.

Active renewal notices are sent from ONE mid-month. ODDS will be receiving monthly lists of all individuals in DD services for whom ONE has mailed an active renewal notice. This information will include:

- Individual's name,
- Prime #,
- Case Management Entity (CME), and
- Address where the notice was sent.

Beginning in mid-September, and monthly thereafter, ODDS will send each CME a list of individuals associated with the CME who were mailed an active renewal notice. The CME should follow up with the individual to make sure they received the notice and, if not, verify that the address recorded in ONE is correct. Should the individual's address need to be updated, follow the instructions in [this transmittal](#). Individuals may require

supports to ensure timely follow up with the APD/AAA/SSP to maintain Medicaid eligibility. The CME should follow expectations within OAR 411-415-0050 and support the individual in providing necessary information or documentation to maintain eligibility for Medicaid.

When the federal Public Health Emergency (PHE) ends, ODHS|OHA will be required to complete full redeterminations for every individual receiving medical benefits. ODHS|OHA will be required to close or reduce benefits if a person is no longer eligible for their current benefit level or does not respond to the renewal form or any other requests for additional information.

At the end of the PHE, individuals will be given multiple letters with reminders to submit the information required to complete a redetermination. If the individual is no longer eligible, ODDS will communicate this information to the CME when sending the monthly ODDS Loss of Medicaid Reports/Lists. Providing additional support to individuals who have received an active renewal notice will help maintain Medicaid and DD services when the PHE ends.

Communication/training:

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.

If you have any questions about this information, contact:

Contact(s): Barbara Carroll	
Phone: 503-428-8952	Fax:
Email: ODDS.ONEQuestions@odhsoha.oregon.gov	