

Information Memorandum Transmittal Developmental Disabilities Services



Lilia Teninty

Authorized signature

Number: DD-IM-22-087

Issue date: 09/15/2022

Topic: Developmental Disabilities

Due date:

Subject: Licensing Unit Restructuring and Caseload Changes

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

Message:

This transmittal replaces [DD-IM-21-077](#).

ODDS Licensing is undergoing a restructuring of licensing reviews. ODDS continues to expand the licensing unit by hiring 14 new permanent positions since October 2021, including managers, licensors, and administrative staff. We are in the process of hiring for the remaining positions.

Licensors continue not to have assigned caseloads and providers should expect to be contacted by different members of the licensing unit for their renewals, on-site inspections, and licensing reports. In addition, providers can expect that more streamlining, standardization, and consistency will be occurring within licensing reviews. Providers will have opportunities to provide feedback and input regarding licensing review processes during the Q&A portion of the quarterly provider meetings.

Quarterly Provider Meetings:

ODDS Licensing is inviting providers, CMEs, and others to the updated licensing quarterly provider meetings beginning October 2022. The meetings will now be on Zoom. The agenda items will vary; however, topics will include licensing updates, rule and policy interpretations, Q&A with providers, and training opportunities.

If you have topics or questions you would like to discuss at the quarterly provider meetings, email DD.Licensing@dhsosha.state.or.us. A survey link is given out at the end of every meeting where additional questions and feedback may be given for future meetings.

The quarterly provider meetings will be available using the following details:

24-Hour Group Home Providers & Host Homes:

The meeting link will be using Zoom:

<https://www.zoomgov.com/j/1604682528?pwd=eDdUZ1RoaXpaZ3kUzhUZm9uU2JrUT09>

Meeting ID: 160 468 2528

Passcode: 387120

One tap mobile

+16692545252,,1604682528# US (San Jose)

+16468287666,,1604682528# US (New York)

QR code:



When: 3rd Tuesday of the 1st month of the quarter.

Time: 10am – 12pm

Months: October, January, April, July

All other Endorsement Types (Employment, CLS, SLP, DNS, and Behavior Professionals) and Agency certificates.

The meeting link will be using Zoom:

<https://www.zoomgov.com/j/1618656924?pwd=WVV1eSswN28xMjJTTWo2aThsVVh0Zz09>

Meeting ID: 161 865 6924

Passcode: 349795

One tap mobile

+16692545252,,1618656924# US (San Jose)

+16468287666,,1618656924# US (New York)

QR Code:



When: 3rd Tuesday of the 2nd month of the quarter.

Time: 10am – 12pm

Months: November, February, May, August

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): Jessica Denison	
Phone: 503-569-8810	Fax:
Email: jessica.denison@dhsaha.state.or.us	