Lilia Teninty

Authorized signature

Number: APD-IM-16-072
Issue date: 8/19/2016

Topic: Developmental Disabilities

Subject: ODDS website updates with resources

Applies to (check all that apply):

☐ All DHS employees
☑ County Mental Health Directors
☐ Area Agencies on Aging
☐ Health Services
☐ Aging and People with Disabilities
☐ Office of Developmental
☐ Self Sufficiency Programs
☐ Disabilities Services(ODDS)
☒ County DD Program Managers
☐ ODDS Children’s Intensive
☐ ODDS Children’s
☐ In Home Services
Residential Services
☐ Stabilization and Crisis Unit (SACU)
☐ Child Welfare Programs
☐ Other (please specify): Brokerage
Directors; Service Coordinators;
Personal Agents

Message:

The Office of Developmental Disabilities Services (ODDS) has created information for individuals, families, personal agents and service coordinators informing you of the changes to the in home assessment tool for service authorizations that will take place beginning September 1, 2016.

Individual and family friendly website:
The following website includes information about why the changes are occurring, what to expect, what individuals and family members can do if they think more hours of support are needed than are authorized as well as a frequently asked questions document.

The website for individuals and families can also be found by going to the I/DD home page and click on ‘Oregon Assessment Changes’.

Information that can be found on the individual and family website includes:

- **DD Director messages related to the realignment changes**
- **Letter to individuals and families sent during the week of August 15, 2016**
- **Exception criteria written for individuals and family members**
- **Information about requesting an exception or filing a complaint or hearing**

For personal agents and service coordinators:
For personal agents and service coordinators, a tool kit has been developed to address questions related to the in-home hourly changes. The tool kit identifies what actions to take under what circumstances and includes information that can be shared with individuals and family members directly.

This information can be found on the DD provider and Partner Resources page under ‘Program Tools and Resources’ and select ‘Case manager toolkit for ANA/CNA v.D Changes’ which is the 3rd bullet.

Information that can be found on the case manager toolkit include:

- **DD Director messages related to the realignment changes**
- **Letter to individuals and families sent during the week of August 15, 2016**
- **Exception criteria that will be applied by ODDS and written for case managers**
• The ANA v.D and CNA v.D assessment tools
• Template Notification of Planned Action
• FAQs related to the realignment changes
• Tips on the hearing process
• and much more

Also found on the I/DD website is a way in which an individual or family member may ask for an exception directly to ODDS. This information can be found [here](http://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Pages/Exception-Step1.aspx).

Thank you all for your continued efforts to support children and adults with I/DD and their families during this process.

*If you have any questions about this information, contact:*

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