

Developmental Disabilities Services

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UPDATED

Topic: Developmental Disabilities

Subject: Professional Development Certification for PSWs

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <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 type="checkbox"/> ODDS Children's Residential Services | <input checked="" type="checkbox"/> Other (<i>please specify</i>): Brokerage Directors, Personal Agents, Services Coordinators |
| <input type="checkbox"/> Child Welfare Programs | |

AMENDED 2/8/2019

This transmittal has been updated to provide more detail about the process for ODDS and CMEs to authorize the correct rate to PSWs who have the Professional Development Credential

Message: Starting January 1st, 2017 Personal Support Workers (PSWs) who met certain training requirements are eligible to receive Professional Development Certification (PDC).

Once a PSW is qualified to receive the PDC the PSW is eligible for a \$0.50 per hour differential increase to their pay starting the first of the month following the month when the PSW met the PDC requirements. This differential cannot be compounded with Enhanced, Exceptional, Job Coaching, or VDQ differentials.

The PDC qualifications must be kept up-to-date by the PSW and expire every 2 years or sooner if the required CPR/First Aid certificates expire prior to the PDC certificate.

ODDS responsibilities:

- **PSWs with a new PDC certificate**

ODDS is receiving a list of PDC qualified PSWs from Oregon Homecare Commission monthly and will update the PSW's rate on any currently authorized Service Prior Authorizations (SPAs) to include the \$0.50 differential.

This process may include a lag between the date the PDC is issued and when the rate is updated. Once the PDC information is received, ODDS will update the PSW's rate to include the \$0.50 per hour increase as of the effective date. If the PDC rate correction is processed for dates the PSW has already worked and been paid, the rate update process will correct any paid claims to reflect the correct rate. PSWs will be paid any difference owed as a result of the PDC increase applied.

- **PSWs with expired PDC certificate**

For PSWs whose PDC certification has expired, ODDS will update authorizations to the applicable PSW base rate for dates after the PDC expiration.

CMEs do not need to track the expiration dates of the PDC or CPR/First Aid certificates. This information is managed by the OHCC.

eXPRS authorization responsibilities:

When creating new SPAs for PSWs where the previous Plan of Care included SPAs at the PDC rate, the CME must:

1. Verify the PSW's PDC eligibility. The PDC qualifications can be verified:
 - On the PSW Provider Record in eXPRS in the "Credentials" section, confirm the "approved to work" date range for the specialty 818 0 PSW Differential. More information is available in the [How to find & view PSW provider records in eXPRS](#) guide;
 - Through the Homecare Registry at <https://or-hcc.org/>; OR
 - A PSW may provide a copy of their current credential
2. If eligible, enter the correct rate with the \$0.50 differential

For more information about the Professional Development Certification see:

- [2015-19 PSW Collective Bargaining Agreement](#) Article 14 Sections 3-5
- [Professional Development Certification \(PDC\) for HCW or PSW](#)

If you have any questions about this information, contact:

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