**Information Memorandum Transmittal**

**Developmental Disabilities Services**

Lilia Teninty  
*Authorized signature*

**Number:** APD-IM-18-039  
**Issue date:** 4/27/2018

**Topic:** Developmental Disabilities

**Subject:** Eligibility in eXPRS release date and trainings!

**Due date:**

**Applies to (check all that apply):**

- [ ] All DHS employees
- [ ] County Mental Health Directors
- [ ] Area Agencies on Aging: {Select type}
- [ ] Health Services
- [ ] Aging and People with Disabilities
- [ ] Office of Developmental Disabilities Services (ODDS)
- [ ] Self Sufficiency Programs
- [ ] ODDS Children’s Intensive In Home Services
- [ ] County DD program managers
- [x] ODDS Children’s Residential Services
- [ ] Stabilization and Crisis Unit (SACU)
- [ ] Child Welfare Programs
- [ ] Other *(please specify)*: 

**Message:**
The eXPRS release which contains the Eligibility and Enrollment functionality which was anticipated 3/14/2018 was delayed. Although an eXPRS release will occur during the month of April, it will not contain the eligibility requirements. The eligibility in eXPRS release is formally set for June 4, 2018. **As of June 4, 2018,** the requirements for Eligibility and Enrollment in eXPRS as outlined in AR 18-10 (Eligibility in eXPRS), AR 18-019 (New Level of Care), as well as the Eligibility and Enrollment Worker Guide and Instructions will be required as they relate to directly entering eligibility information in eXPRS.

ODDS will host a webinar Tuesday, May 8th from 2:30-3:30 pm (register here: [https://attendee.gotowebinar.com/register/4704014599020676353](https://attendee.gotowebinar.com/register/4704014599020676353)), Thursday, May 31st from 10:00-11:00am (register here: [https://attendee.gotowebinar.com/register/1075845030173824769](https://attendee.gotowebinar.com/register/1075845030173824769)), and will include eligibility in eXPRS training in the May Eligibility Specialist Core Competency training on May 24th, for Eligibility Specialists ([Register in iLearn here!](https://attendee.gotowebinar.com/register)). As new questions arise the online worker guide will be updated (found here: [http://www.dhs.state.or.us/spd/tools/dd/cm/eXPRS-Eligibility-Summary.pdf](http://www.dhs.state.or.us/spd/tools/dd/cm/eXPRS-Eligibility-Summary.pdf)).
We will do our best to record the webinar and put it online, and will capture FAQs which will also be posted. ODDS and TAU will be available for technical assistance at the time of release.

As a reminder, even after the release, until the ONA is formally being used for assessments, the new waivers are in place and rules are updated to reflect the new LOC process (as a part of the ONA), LOCs continue to need to be submitted to ODDS for D&E approval.

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

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