

Information Memorandum Transmittal Developmental Disabilities Services



Lilia Teninty

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Number: APD-IM-18-070

Issue date: 8/10/2018

Topic: Developmental Disabilities

Due date:

Subject: Not meeting Level of Care

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: {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 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 |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

Recently, there have been questions regarding the process when someone does not meet Level of Care (LOC) requirements in the ONA as outlined in OAR 411-425.

Between July 1, 2018 and September 30, 2018, when the ONA is used, all LOCs will pend for Diagnosis and Evaluation (D&E) Coordinator approval. This is to ensure the LOC is functioning as designed. Beginning October 1, 2018 LOCs will only pend for D&E approval in the event that someone does not meet LOC. These will get additional review by ODDS.

At this time, in the event that someone does not meet Level of Care, as outlined in our waiver transition plan ODDS will:

1. Contact the Eligibility Specialist at the CDDP to gather additional eligibility information;
2. Review the assessment and contact the assessor in the event that additional information may be needed on the assessment; and
3. Consider all unmet LOCs for approval on an exception basis using the eligibility and assessment information. **Note:** no exception request is required from the CDDP or

Brokerage, as all those who do not meet LOC will undergo internal review.

In the event that ODDS reviews for and approves an exception:

1. ODDS will authorize the LOC in eXPRS, and it will be viewable on the “view client” screen under “Level of Care.”

In the event that ODDS reviews and the individual does not meet LOC:

1. ODDS will contact the CME to notify them and request any additional information; and
2. ODDS will issue the notice to the individual and cc the CME (the individual will have all appeal rights, and services will continue until the effective date of the notice – until the effective date all services should continue).

If you have any questions about this information, contact:

Contact(s): Rebecca Smallwood and Mike Harmon	
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Email: rebecca.smallwood@state.or.us ; Michael.a.harmon@state.or.us	