

Information Memorandum Transmittal Developmental Disabilities Services



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Issue date: 11/22/2019

Topic: Developmental Disabilities

Due date: 03/31/2020

Subject: PSW EVV Exceptions Worker Guide

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

Message:

The EVV Case Management Entity Worker Guide is available for use on the [DD Case Management Staff Tools](#) and [DD Brokerage Personal Agent Tools](#) pages.

This worker guide provides guidance on the expectations for case management entities in receiving and processing requests for exceptions to using EVV from PSWs.

All PSWs must be using eXPRS Mobile-EVV or have an approved exception no later than March 31, 2020.

In January 2020, ODDS will provide outreach to Case Management Entities (CMEs) who have PSWs not using EVV.

In March 2020, ODDS will communicate directly with PSWs who do not have an EVV exception and are not using EVV.

In the future, eXPRS will have the ability to upload EVV exception documents. Communication will come out once this is an option.

If you have any questions about this information, contact:

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