

Information Memorandum Transmittal Developmental Disabilities Services



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Number: APD-IM-20-008

Issue date: 1/24/2020

Topic: Developmental Disabilities

Due date:

Subject: Foster Care 2on1 Staffing Authorization Procedure

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"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): Community Developmental Disabilities Program service coordinators |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

The original Foster Care 2:1 Staffing Authorization Procedure Worker Guide issued 10-1-2017 and developed to assist Community Developmental Disabilities Program (CDDP) service coordinators has been updated as of 1/17/2020. The update includes the following:

- Changes to the policy on annual FC 2:1 reauthorization
- Updates with more specific information entering 2:1 into eXPRS Plan of Care
- Provider requirement to report significant underutilization

The Worker Guide can be found here:

<http://www.dhs.state.or.us/spd/tools/dd/cm/Foster%20Care%20-1%20Staffing%20Authorizatio%20Procedure.pdf>

If you have any questions about this information, contact:

Contact(s): Ken Ralph	
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Communication/training:

This transmittal will be discussed during the next Monthly Transmittal Call In. These meetings are held the third Thursday of every month at 2 pm. Call in: 877-848-7030 Guest 458900#. Please send questions in advance to ODDS.INFO@state.or.us