Information Memorandum Transmittal
Developmental Disabilities Services

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Number: APD-IM-20-111

Issue date: 10/2/2020

Topic: Developmental Disabilities

Due date: N/A

Subject: DD 53 transportation budget tool no longer required

Applies to (check all that apply):

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

Message: The DD 53 Community Transportation budget tool is no longer required and has been removed from the ODDS website. Please use the Expenditure Guidelines to establish rates for DD 53.

When DD 53 is accessed for transportation to/from work it must be authorized in either Plan of Care or as a CPA. The rate established for the person must be used until the new rates developed through Burns and Associates can be implemented. If circumstances change significantly to a person’s transportation to/from work trip, and the established rate is no longer feasible, then a request to develop a new rate may be sent in the meantime to: ODDS.FundingAllocationCoordinator@dhsoha.state.or.us. Include the following information: average # of trips per person per week, starting and ending address, client name(s), client prime number(s). If there are multiple people travelling in the vehicle at the same time we will need this information for each person in the vehicle.

If you have any questions about this information, contact:

Contact(s): Becky Walker

Phone: Fax:

Email: ODDS.FundingAllocationCoordinator@dhsoha.state.or.us