

Information Memorandum Transmittal Developmental Disabilities Services



UPDATED

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Number: APD-IM-20-122

Issue date: 9/23/2021

Topic: Developmental Disabilities

Due date:

Subject: Update to 2021 Health Care Advocate (HCA) Training Schedule

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 checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): ISP team members for individuals who could benefit from the support of a Health Care Advocate (HCA) |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

A broken link to register for the November HCA webinar was discovered. The link has been repaired and is listed below.

HCA webinars for case managers and ISP team members:

Interested parties can visit this link to register for the November 2021 Webinar:

Registration URL

Monday, November 8:

<https://attendee.gotowebinar.com/rt/2931580991865304333>

Webinar ID

240-565-691

ALL WEBINARS ARE SCHEDULED FOR 10:00 A.M. – 12:00 P.M.

HCA appointment form:

The form to appoint an HCA can be found on the form's server: https://aix-xweb1p.state.or.us/es_xweb/FORMS/?-db=FormTbl.fp5&-lay=Main&-format=Findforms_FMP.htm&-findany, it is form 0496r.

HCA appointee training packet information:

The training packet for HCAs can be located on the form's server, https://aix-xweb1p.state.or.us/es_xweb/FORMS/?-db=FormTbl.fp5&-lay=Main&-format=Findforms_FMP.htm&-findany . The form number is DHS 2635 and it is available in English, Russian, Somali, Spanish and Vietnamese. Per OAR 411-390-0160(4)(g) the training packet must be reviewed each year by the HCA prior to their appointment being renewed.

Communication/training:

This transmittal will be discussed during the next Monthly Transmittal Review. These meetings are held the second Wednesday of every month at 2 pm using the TEAMS platform. The link to participate is here: [Join Microsoft Teams Meeting](#), or you can call 971-277-2343 using conference ID: 468 508 153# to hear only the audio portion of the meeting. Please send questions in advance to ODDS.Questions@dhsoha.state.or.us.

If you have any questions about this information, contact:

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| Contact(s): Carolyn Sahr | |
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| Email: carolyn.r.sahr@dhsoha.state.or.us | |