

Lilia Teninty

Authorized Signature

Number: APD-PT-17-044

Issue date: 9/29/2017

Topic: Developmental Disabilities

Transmitting (check the box that best applies):

- New policy
 Policy change
 Policy clarification
 Executive letter
 Administrative Rule
 Manual update
 Other: _____

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 | <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 (please specify): CDDP Service Coordinators |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Worker Guide for 2:1 Foster Care Funding Review		
Policy/rule number(s):	N/A	Release no:	
Effective date:	10/1/17	Expiration:	
References:			
Web address:	http://www.dhs.state.or.us/spd/tools/dd/cm/Foster%20Care%20202-1%20Staffing%20Authorizatio%20Procedure.pdf		

Discussion/interpretation: The procedure to request authorization for 2:1 staffing for children and adults in foster care has changed effective 10/01/17. Local regional diversion offices were previously receiving and approving 2:1 staffing hour requests. Funding for regional diversion offices ends September 30, 2017. ODDS has posted to its website a Worker Guide "Foster Care: 2:1 Staffing Authorization Procedure" that explains the process for CDDP service coordinators to request authorization for an additional caregiver. The guide can be found here;

<http://www.dhs.state.or.us/spd/tools/dd/cm/Foster%20Care%202-1%20Staffing%20Authorizatio%20Procedure.pdf>

Implementation/transition instructions: Effective October 1, 2017 all new requests for 2:1 foster care funding must be sent through the ODDS 2:1 Foster Care Review Committee as outlined in the worker guide. For those children or adults currently approved to receive 2:1 supports funding will continue until their next regularly scheduled ISP.

Training/communication plan: CDDP's and service coordinators will need to review the worker guide and follow the procedures outlined paying close attention to the submission timelines and supporting documentation requirements.

Local/branch action required: See foster care 2:1 worker guide.

Central office action required: ODDS will review foster care 2:1 funding requests

Field/stakeholder review: Yes No

If yes, reviewed by: CDDP and Brokerage Policy review groups

Filing instructions:

If you have any questions about this policy, contact:

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