

Lilia Teninty

Authorized Signature

Number: APD-PT-17-047

Issue date: 12/21/2017

CORRECTED

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 checked="" 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 (<i>please specify</i>): Services Coordinators |
| <input type="checkbox"/> Child Welfare Programs | |

| | | | |
|------------------------|--|-------------|--|
| Policy/rule title: | Entering Foster Care into eXPRS Plan of Care | | |
| Policy/rule number(s): | | Release no: | |
| Effective date: | 1/1/2018 | Expiration: | |
| References: | | | |
| Web address: | | | |

Corrected 12/22/2017

Discussion/interpretation:

In preparation for Office of Developmental Disabilities Services (ODDS) funded foster care (SE158 Adult Foster Care and SE 258 Children’s Foster Care) moving from the current CBC (also known as 512) payment system into eXPRS Plan of Care (POC) for payment, ODDS has been working with the Regions and CDDPs to validate the SNAP rates, authorized 2:1 hours, and authorized consultant services.

ODDS has compiled this information in a spreadsheet for each CDDP to utilize when creating Foster Care Plan of Care's in eXPRS through the new service elements SE158 for adult foster care and SE258 for children's foster care.

The spreadsheet will include the SNAP rate including all applicable COLAs. For individuals who were approved for 2:1 supports by the Region the spreadsheet will include the approved monthly 2:1 hours. For individuals who had behavior consultant (BC) services authorized in their SNAP rate the spreadsheet will identify the amount of monthly Behavior Consultant dollars included in the rate.

Example for illustrative purposes only, actual spreadsheet data may vary slightly.

| Individual | PRIME | SNAP Monthly Rate | 2:1 approved | BC hours identified | BC name | BC SPD # |
|------------|---------|-------------------|--------------|---------------------|---------|----------|
| Jon Doe | XX12X23 | \$849 | 6 hours | 2 hours | | |

IMPORTANT: The data included on the spreadsheets compiled by ODDS must be reviewed for accuracy and updated as the information changes by CDDPs. New entries, exits, and updates to rates will not be maintained by ODDS.

Implementation/transition instructions:

SE158/258 (foster care Service Elements for adult SE158 and children SE258)

SNAP Rate: All individuals living in a foster care setting will have a SNAP rate. This rate may be different than the one that is recorded on the most recent SNAP assessment due to COLAs being applied to the rate. If a rate looks to be invalid you may email ODDS.ProviderEnrollment@state.or.us to verify the rate. In the Plan of Care the monthly rate should be entered under SE158 (Adult) or SE258 (Children). Providers may bill only for days when the individual receives overnight care from the provider. The monthly rate will be prorated by the number of days the individual received overnight care.

SE257 (Ancillary Services)

2:1 Hours: ODDS worked with the Regional offices to determine the amount of 2:1 hours that had been approved. ODDS is including in the spreadsheet the hours the Region has verified. This will assist in building the Plan of Care under SE257 OR526ZE.

Services coordinators will need to verify that the amount of 2:1 supports reflect of the current needs and will authorize the appropriate amount of 2:1 hours not to exceed those included in the spreadsheet.

Behavior Consultation Services

Effective 1/1/2018 Behavior Consultation Services will be known as Professional Behavior Services.

Ongoing Behavior Consultation: POCs for individuals who have had ongoing hourly behavior consultation, now known as Professional Behavior Services Maintenance, in their foster care rate will have that funding amount authorized separately in Plan of Care under SE257 OR310NA. Services Coordinators will need to verify the amount of ongoing behavior supports utilized by the individual through 12/31/2017 and enter the remainder of the authorized amount up to an annual limit of 18 hours into the Plan of Care for the ISP year.

Foster providers may need to return ongoing behavior supports funds that they have received but have not expended as of 12/31/2017. See [SPD-AR-11-004 Reporting or Removal of Consultation Funds for DD Foster Care Payments](#) and contact Coleen Thompson (COLEEN.THOMPSON@state.or.us) to assist with this process.

Example: Jon Doe has 18 hours of ongoing behavior supports for his ISP period July 1, 2017 through June 30, 2018. He has already received 6 hours of ongoing behavior supports as of December 31, 2017. The Plan of Care should authorize 12 hours of OR301 in SE257 to be available for the remainder of the ISP period. The foster provider should return the funds that were paid to the foster provider for behavior supports that were not utilized prior to 12/31/2017.

Behavior Professionals that are providing the Professional Behavior Service Maintenance (previously known as ongoing behavior consultation) will need to have signed the ISP agreeing to provide OR310 as a chosen service or have signed a separate Service Agreement agreeing to provide the Maintenance service.

New Functional Assessment/Behavior Support Plan development:

Effective November 1, 2017, do not authorize new functional assessments/behavior support plan development for individuals in foster homes without ODDS approval.

These situations will be handled on a case by case basis to determine the most expedient payment process between the CBC (512) system and eXPRS POC. Payments made to foster providers for behavior consultation services authorized prior to November 1, 2017 will be made through the CBC (512) system and the foster provider will be expected to make the payment to the behavior consultant directly.

After January 1, 2018 Behavior Professionals will be authorized in eXPRS POC using SE257 OR570NA. Behavior Professionals that are developing Temporary Emergency Safety Plans, Functional Behavior Assessments, and/or Positive Behavior Support Plans will need to have signed the ISP agreeing to provide OR570NA as a chosen service or have signed a separate Service Agreement agreeing to develop the TESP, FBA, and/or PBSP.

Transportation Services

To/From Work/DSA Transportation for residents: DD53 CPAs will no longer be used to authorize to/from work/DSA transportation for residents of adult foster homes. The foster provider can be authorized in the Plan of Care under SE257 OR004WD at a rate of \$0.485/mile for up to **\$350/month**.

The foster provider can be authorized in Plan of Care under SE257 OR554 to purchase bus passes for residents who use public transportation for to/from work/DSA transportation.

To/From Work/DSA Transportation for non-residents: Foster providers who provide to/from work/DSA transportation for individuals who are not residents of their foster home will continue to have a DD53 CPA for the transportation provided for those non-resident individuals.

DD Eligibility and Enrollment (DDEE) in eXPRS (0337)

Enrollment dates prior to 1/1/2018: CDDP will complete the DDEE screen with all of the relevant foster care information and appropriate action requested selected. Payments for service dates prior to 1/1/2018 will be made through the CBC (512) system.

Enrollment dates after 1/1/2018: CDDP will select the “no action needed” from the “Action” drop down. SNAP, rate, and provider information will not need to be entered when “no action needed” is selected.

Training/communication plan: Further training and communication for foster care providers is planned for this transition.

Field/stakeholder review: Yes No

If yes, reviewed by:

Filing instructions:

If you have any questions about this policy, contact:

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| Contact(s): | Chrissy Fuchs |
| Phone: | 971-240-0241 |
| Email: | Chrissy.fuchs@state.or.us |