

# Policy Transmittal Developmental Disabilities Services



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**Number:** APD-PT-20-015

**Issue date:** 4/14/2020

**UPDATED #3**

**Topic:** Developmental Disabilities

**Due date:**

**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: {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> ): Residential Setting Providers and Provider Organizations; ORA; CPAO; SEIU; Residential Facilities Ombudsman |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services |  |
| <input type="checkbox"/> Child Welfare Programs                          |  |

<b>Policy/rule title:</b>	Provider Expectations- COVID-19 (Coronavirus) Risk Mitigation and Response		
<b>Policy/rule number(s):</b>		<b>Release number:</b>	v.4
<b>Effective date:</b>	Immediately	<b>Expiration date:</b>	TBD
<b>References:</b>			
<b>Web address:</b>			

**Update v4 04/14/2020:** Removes reporting of COVID-19 requirements. Reporting requirements can be found in [APD-AR-20-049](#). Removes mention of visitors in residential settings. Visitor restrictions can be found in [APD-AR-20-028](#).

**Discussion/interpretation:** Providers are expected to take responsive measures in addressing the COVID-19 (Coronavirus) public health event.

## **Providers are asked to take specific action in response to the current public health risk presented by COVID-19, including:**

- Reviewing infection control policies and practices to prevent the spread of infection;
- Taking prudent measures to limit exposure to potential infection in the home, employment, or day support activities setting;
- Ensuring adequate hand hygiene supplies are readily available;
- Encouraging frequent hand washing by staff, individuals, and visitors;
- Planning for the possibility of staffing shortages in the event of an outbreak;
- Implementing quarantine measures at the specific direction of a qualified healthcare professional or public health agency;
- Protecting privacy of individuals.

### **Implementation/transition instructions:**

#### Review Infection Control Policies and Practices

Providers are expected to review infection control policies and practices to prevent the spread of infection. Coronavirus infections may appear rapidly and spread, even when persons are not displaying symptoms of the viral infection. Providers need to ensure that staff are familiar with standard, and contact precautions; and eye protection measures.

#### Limit Exposure in the Home, Employment, and Day Support Activities Site

As a precautionary measure, providers are permitted to turn away visitors that appear ill, have signs of the flu, or have had exposure to the Coronavirus. Employment and DSA programs may also have individuals stay at home or return home when individuals are showing symptoms of illness or have been exposed to the Coronavirus.

This guidance shall not be applied or interpreted to restrict the Home and Community-Based Services (HCBS) protections of individuals. Providers are expected to apply prudence in assessing safety in the home or community setting and taking reasonable precautions such as limiting exposure of potentially infected persons. An Individually Based Limitation (IBL) is not required in circumstances of restricting potentially infected visitors from visiting a home nor turning away visitors in the event of public health agency directed quarantine.

#### Ensuring Availability of Adequate Hand Hygiene Supplies

Providers are expected to have adequate hand hygiene supplies readily available to individuals, staff, and visitors to a home as part of precautionary measures to limit exposure and outbreak of the Coronavirus.

The Centers for Disease Control (CDC) recommends using alcohol-based hand sanitizer as the preferred method of hand hygiene.

### Encouraging Frequent Hand Washing

Frequent hand washing is recommended as a foremost effective strategy in limiting viral outbreak. Providers should have specific expectations for staff handwashing, particular to specific tasks and person-to-person contact. When hands are visibly soiled, the recommendation is to wash with soap and water for at least 20 seconds.

Individuals should be encouraged to wash hands frequently as well, including upon returning to the home, following personal hygiene tasks, person-to-person contact, and touching their face.

Employment and day settings may have policies in place that address expectations for when handwashing must occur and procedures for proper hand hygiene.

### Planning for the Possibility of Staffing Shortages

In the event of an outbreak, there may be a possibility that a provider experiences a shortage of available staff. Providers need to reference their required emergency plan that addresses a public health event such as an infectious disease outbreak.

Providers should have reasonable back-up planning in place in the event of staffing shortage due specifically to an illness outbreak. Providers shall evaluate how to address basic safety and care needs of individuals in the event that staffing capacity is reduced.

Providers need to actively plan for the continued operations of a home or program in the event of Coronavirus outbreak.

### Implementing a Quarantine at the Direction of a Public Health Entity

In the event that a provider or individual is directed under quarantine by a public health entity, the provider will not be cited for minor rule violations that may occur as a result of following the public health entity quarantine conditions.

Providers and SCs are not required to obtain IBLs for control of schedule and activities when an individual's activities or ability to access community settings is restricted as a condition of the quarantine. Providers and teams should make every effort to support individuals to direct personal schedules in the home and support individuals to maintain contact with community members through the use of technology such as phone, Skype, or other social media platforms or tools.

### Protecting Privacy of Individuals

Even in the presence of a public health event, individual rights to privacy and protected

health information continue to apply. Providers and their staff may not share information that is considered to be personal or protected health information, other than in those situations allowed for by law, administrative rule, or public policy.

The Department of Health and Human Services has issued guidance on ways individuals information may be shared so that the requirements of HIPAA privacy laws are not violated: <https://www.hhs.gov/sites/default/files/february-2020-hipaa-and-novel-coronavirus.pdf>

**Share information with individuals:**

ODDS has created a short video to help explain the Coronavirus or COVID-19 in an easy to use manner. This video may be found here: <https://youtu.be/MJ8eeC-tVD4>. Ideally this will help individuals understand the importance of hand washing, how to engage in social distancing, etc.

**Additional resources may be found at the following sites:**

Oregon Health Authority (OHA) Emerging Respiratory Infections: COVID-19  
<https://www.oregon.gov/oha/PH/DISEASES/CONDITIONS/DISEASESAZ/Pages/emerging-respiratory-infections.aspx>

Centers for Medicare and Medicaid Services (CMS) Information on Healthcare Facilities and the Coronavirus: <https://www.oregon.gov/DHS/PROVIDERS-PARTNERS/LICENSING/AdminAlerts/QSO%2020-09-all%20Info%20for%20Healthcare%20Facilities%20Novel%20Coronavirus.pdf>

Centers for Medicare and Medicaid Services (CMS) Guidance on Emergency Preparedness and Infection Disease Outbreak:  
<https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/Downloads/QSO19-06-ALL.pdf>

Centers for Medicare and Medicaid Services (CMS) Universal Infection Control Training Course:  
[https://qsep.cms.gov/pubs/CourseMenu.aspx?cid=0CMSUIPC\\_ONL](https://qsep.cms.gov/pubs/CourseMenu.aspx?cid=0CMSUIPC_ONL)

Centers for Disease Control (CDC) “Clean Hands Count for Safe Healthcare”:  
<https://www.cdc.gov/features/handhygiene/index.html>

Centers for Disease Control (CDC) Hand Hygiene in Healthcare Settings:  
<https://www.cdc.gov/handhygiene/index.html>

ODDS “Covid-19”: <https://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Pages/ODDS-COVID-19-Information.aspx>

*If you have any questions about this policy, contact:*

Contact(s): <a href="mailto:ODDS.Questions@dhsosha.state.or.us">ODDS.Questions@dhsosha.state.or.us</a>	
Phone:	Fax:
Email:	

OBSOLETE