**Policy Transmittal**

**Developmental Disabilities Services**

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**Lilia Teninty**

**Authorized signature**

**Number:** APD-PT-20-031  
**Issue date:** 3/18/2020  
**Due date:** 3/18/2020

**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):**
- [ ] 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):

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**Policy/rule title:**  
Foster Care Licensing Review Changes - State of Emergency COVID 19

**Policy/rule number(s):**  
Governor Brown’s Executive Order 20-03 and 20-05

**Effective date:**  
Immediately

**Release number:**  
Expiration date: 5/31/2020

**References:**  
Governor Brown’s Executive Orders 20-03 and 20-05

**Web address:**  

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**Discussion/interpretation:**

Effective immediately: In response to the continued concerns regarding the Novel Coronavirus (COVID-19), ODDS is suspending CDDP I/DD Adult and Children’s...
Foster care licensing and certification on-site reviews until further notice.

This will include:
- Licensing or certifying new foster Homes for children and adults;
- Renewal licensing and certification reviews for foster homes for children and adults; and
- Follow-up reviews.

**Implementation/transition instructions:**

While this policy is in effect, CDDP licensors and certifiers may only enter the home if there is an urgent health and safety concern identified that warrants a site visit and review. Prior to the licensor(s) entering, the licensor should consider whether they have had flu-like symptoms, been out of the country in the past 14 days or if they have been in contact with someone who has been ill. If any of these criteria apply, the licensor should coordinate for a different licensor or CDDP person to visit the home until the licensor is well. If an on-site visit is necessary for urgent health and safety concerns, the assigned CDDP licensor/certifier will follow the guidance from Oregon Health Authority and Public Health and use the advised precautionary measures while completing the on-site visit.

**Community Developmental Disabilities Programs (CDDPs) must notify the foster care providers of the following as renewals are due:**
- That the renewal packet and required fee must be received by the required date in order for the license/certificate to be extended without a site visit; and
- Site visits will only be completed if there is an urgent health or safety concern.

**Training/communication plan:**
This will be discussed at the upcoming CDDP/Brokerage COVID-19 Communication meeting:

Please register for Priority: ODDS/CDDP/Brokerages COVID-19 Communication webinar on Mar 18, 2020 11:00 AM PDT at:

https://attendee.gotowebinar.com/register/247756659003170317

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

<table>
<thead>
<tr>
<th>Contact(s):</th>
<th>ODDS COVID-19 team</th>
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</thead>
<tbody>
<tr>
<td>Phone:</td>
<td>Fax:</td>
</tr>
<tr>
<td>Email: <a href="mailto:ODDS.Questions@dhsoha.state.or.us">ODDS.Questions@dhsoha.state.or.us</a></td>
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DHS 0079 (01.19)