

# Policy Transmittal Developmental Disabilities Services



Lilia Teninty  
**Authorized signature**

**Number:** APD-PT-20-046  
**Issue date:** 3/30/2020

**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 checked="" 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 (please specify): SEIU; OHCC; DD licensing     |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services |  |
| <input type="checkbox"/> Child Welfare Programs                          |  |

<b>Policy/rule title:</b>	CHC and PEAA extensions		
<b>Policy/rule number(s):</b>	OARs: 411-320-0030; 411-340-0070; 411-360-0110; 411-346-0150; 411-375-0020; 411-323-0050	<b>Release number:</b>	v1
<b>Effective date:</b>	March 1, 2020	<b>Expiration date:</b>	05/31/2020
<b>References:</b>			
<b>Web address:</b>			

**Discussion/interpretation:**

ODDS has received an approved variance for the rules requiring criminal history check approvals. Subject Individuals are permitted to work unsupervised with a preliminary fitness determination and the expiration date of the criminal history check is being extended.

In addition to criminal history checks being extended, the Office of Developmental Disabilities is also extending Provider Enrollment Agreements and Applications (PEAAs).

**1. Preliminary hires:**

Case Management Entities, Medicaid Certified agency providers, child certified foster and adult licensed foster care providers are now able to allow Subject Individuals (SI) to work unsupervised on a Preliminary basis pending a final fitness determination from BCU. Providers may only be hired on a Preliminary Basis for 90 days. The agency or certified/licensed provider may determine if working unsupervised is appropriate on a case by case basis.

This does not apply to Personal Support Workers (PSW) at this time. PSWs may **not** be hired until the final fitness determination is approved by BCU.

**2. Criminal History Checks:**

Between March 1, 2020 and May 31, 2020 expiring Criminal History Checks are being extended by 90 days.

For example: CHC expires April 13, 2020. Extended by 90 days = July 12, 2020 is the new CHC expiration date.

**3. Provider Enrollment Application Agreement:**

Between March 1, 2020 and May 31, 2020 expiring PEAAs are being extended by 90 days.

For example: PEAA expires April 13, 2020. Extended by 90 days = July 12, 2020 is the new PEAA expiration date.

**Training/communication plan:**

Discussed during weekly CME Webinar

**Local/branch action required:**

CME offices should continue to forward any PEAAs they receive to ODDS Provider Enrollment Unit.

**Central office action required:**

The ODDS provider enrollment unit will be auto extending PEAA and/or CHC dates by 90 days for any PEAA and/or CHC expiring between 3/1/2020 and 5/31/2020. Notices will be sent via the email on file to the effected PSWs.

**Field/stakeholder review:**     Yes     No

**If yes, reviewed by:**

**Filing instructions:**

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

Contact(s): ODDS COVID-19 team	
Phone:	Fax:
Email: <a href="mailto:ODDS.Questions@dhsosha.state.or.us">ODDS.Questions@dhsosha.state.or.us</a>	

OBSOLETE