

Policy Transmittal Developmental Disabilities Services



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Number: APD-PT-20-050
Issue date: 4/6/2020

CORRECTED

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: Temporary Policy

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 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"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (please specify): DD Licensing, CDDP Services Coordinators, CFH Certifiers, I/DD Child Foster Home Providers |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Sustainability Payments for I/DD Child Foster Home Providers		
Policy/rule number(s):		Release number:	v2
Effective date:	March 23, 2020	Expiration date:	May 31, 2020
References:			
Web address:			

Version 2 includes corrected information around billing for Sustainability Payments found below under section identified as 'CORRECTED'

Discussion/interpretation:

To ensure the health, safety and welfare of all Oregonians during the COVID-19

pandemic, Governor Brown extended school closures until April 28, 2020 and issued [Executive Order 20-12, Stay at Home, Save Lives](#). Executive Order (EO) 20-12 directs individuals to stay at home or at their place of residence to the maximum extent possible; if an individual needs to leave their home or place of residence, they should at all times maintain a social distance of at least six feet from any person who is not a member of their immediate household.

When children reside in a certified child foster home for children with intellectual or developmental disabilities (I/DD CFH), the I/DD CFH may be considered their place of residence. The I/DD CFH provider plays a vital role in delivering services that support the health and safety of children in foster care; this includes working closely with the child's health care team and the child's parents, as well as supporting the child's relationship with the child's family.

The Office of Developmental Disabilities Services (ODDS) recognizes there may be circumstances that result in a child in foster care being temporarily absent from the I/DD CFH during the COVID-19 pandemic. A child's family may desire to bring their child home for an extended period to visit and shelter-in-place with their family. It may also be necessary for a child in foster care to be hospitalized as a result of being exposed to or contracting COVID-19.

In an effort to prevent a disruption in services during the COVID-19 pandemic, ODDS will allow eligible I/DD CFH providers to receive Sustainability Payments for up to twenty-one days when a child is absent from the foster home overnight due to visiting with family or hospitalization.

Implementation/transition instructions:

Until Executive Order 20-12 is lifted, an I/DD CFH provider is eligible to receive Sustainability Payments for up to 21 days when a child is absent from the foster home overnight due to one of the following conditions:

- The child's parent chooses to bring the child home to visit and shelter-in-place with child's family and the visitation is agreed upon between the I/DD CFH provider and the child's parent; or
- The child is admitted to the hospital and is hospitalized overnight due to being exposed to or contracting COVID-19.

CORRECTED

To receive a Sustainability Payment per one of the conditions above, the I/DD Child Foster Home provider and the Community Developmental Disability Program (CDDP) must follow the appropriate steps as outlined below:

- Step 1: Prior to creating and submitting a Service Delivered (SD) Billing in eXPRS for a Sustainability Payment, the I/DD CFH provider must notify the

child's CDDP Services Coordinator of the absence. Notification may be via phone or email.

- **Step 2:** Upon receiving the notification of absence from the I/DD CFH provider as described above, the CDDP must authorize the Sustainability Payment in eXPRS Plan of Care (POC). Instructions for this step can be found in the eXPRS How to Guide entitled "[How to Authorize DD Foster Care COVID Daily Sustainability Payments in eXPRS Plan of Care.](#)"
- **Step 3:** The I/DD CFH provider must create and submit a Service Delivered (SD) Billing in eXPRS for a Sustainability Payment for the absence period (not to exceed 21 days). Instructions for this step can be found in the eXPRS How to Guide entitled "[How to Create & Submit Service Delivered \(SD\) Billing for COVID Daily Sustainability Payments.](#)"

This policy is temporary due to COVID-19 and expires May 31, 2020.

Training/communication plan:

- CDDP Program Managers to review this policy with Services Coordinators and staff responsible for authorizing services in eXPRS POC.
- This transmittal will be discussed with CFH Certifiers during the upcoming DD Foster Care Meeting scheduled on April 14, 2020 at 8:30 AM. The meeting will be conducted via Skype. To join the Skype call by phone, dial one of the following call-in numbers and enter the conference ID (both numbers have the same conference ID):

1-971-673-8888 conference ID code 44924573#
1-503-934-1400 conference ID code 44924573#
- Child foster home providers to receive this information in an eXPRS email update.
- CDDPs to help communicate this policy to child foster home providers.

Local/branch action required:

Central office action required:

Field/stakeholder review: Yes No

If yes, reviewed by:

Filing instructions:

If you have any questions about this policy, contact:

Contact(s): Julie Van Nette, Children's Foster Care Coordinator	
Phone: 503-378-5001	Fax:
Email: julie.l.vannette@dhsosha.state.or.us	

OBSOLETE