

Policy Transmittal Developmental Disabilities Services



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Authorized signature

Number: APD-PT-20-058

Issue date: 4/8/2020

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: COVID-19 Related Policy

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: {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 type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): DD Licensing; Residential Setting Providers, Direct Support Professionals (DSPs), and caregivers; Provider Organizations-CPAO, ORA, and SEIU |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	COVID-19 Testing for DSPs and Caregivers in Residential Settings		
Policy/rule number(s):		Release number:	
Effective date:		Expiration date:	
References:			
Web address:			

Discussion/interpretation: The Office Developmental Disabilities Services (ODDS), in collaboration with the Oregon Health Authority (OHA), has made available a letter template that may be used by a provider to request prioritization of COVID-19 testing for a Direct Support Professional (DSP) or caregiver in a 24-hour residential or Foster Care setting.

The letter should only be used when an employee:

- Is reporting COVID-19 like symptoms; and
- Works with populations at higher risk for severe COVID-19 complications.

Implementation/transition instructions: A provider may issue a letter for the employee to give to their healthcare provider when a DSP or caregiver reports COVID-19 like symptoms. The letter identifies the worker's role in a congregate care setting and supporting high risk individuals.

Each agency or provider may establish a "person in charge" at the facility or within the agency to be the point for determining if issuing a letter is appropriate and completing, signing, and issuing the letter to the DSP or caregiver. A DSP or caregiver may not issue a letter to themselves.

The letter template may be found on the ODDS COVID-19 Information webpage: <https://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/ODDS%20Resource%20Library/Symptomatic-DSP-Caregiver-COVID-Testing-Letter.pdf>

Providers are expected to use prudence in issuing the letters. The letters may only be issued to DSPs and caregivers when both conditions- the worker is symptomatic and the worker supports high risk individuals, are met.

****NOTE: the more frequently this letter is used, the probability of Public Health and health care providers not being able to prioritize DSP and caregiver tests, increases.****

The letter to the healthcare worker is NOT to be issued as a preventative measure nor when a worker has not reported COVID-19 symptoms.

The following are examples of when and when not to issue a letter:



YES

A DSP working in a 24-Hour home has developed symptoms as identified by the CDC as symptoms associated with COVID-19, including a dry cough and fever. This worker supports individuals in a home where individuals have complex health support needs.

It is appropriate for a provider to issue a letter requesting priority in COVID-19 testing because both the DSP is symptomatic and the DSP supports high risk individuals.



A foster provider is concerned about caregiving staff being exposed to COVID-19 due to an individual in the home choosing to come and go from the home and the provider is unable to account for all of the persons the individual may have come into contact.

It is not appropriate for a provider to issue a letter in this situation because there are no symptoms being reported and it is unclear if the individual or others in the home are high-risk for severe COVID-19 related complications.

Training/communication plan:

Questions from provider may be sent to ODDS.Questions@dhsosha.state.or.us and will be addressed during the April monthly webinar. Please register for the April Provider Expectations and Responsibilities Around COVID-19 - Webinar at 2 pm on April 16, 2020 at: <https://attendee.gotowebinar.com/register/7518400443284415756>

After registering, you will receive a confirmation email containing information about joining the webinar.

Question from Case Management Entities may be sent to ODDS.FieldLiaison@dhsosha.state.or.us and will be addressed during regularly scheduled weekly webinars for CMEs and COVID-19.

If you have any questions about this policy, contact:

Contact(s): ODDS COVID-19 Team	
Phone:	
Email: see above	