Policy Transmittal
Developmental Disabilities Services

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Number: APD-PT-20-069
Issue date: 5/4/2020

Topic: Developmental Disabilities

Transmitting (check the box that best applies):
- [ ] New policy
- [x] 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
- [x] County DD program managers
- [x] Support Service Brokerage Directors
- [x] ODDS Children’s Residential Services
- [x] Child Welfare Programs
- [ ] County Mental Health Directors
- [ ] Health Services
- [x] Office of Developmental Disabilities Services (ODDS)
- [x] ODDS Children’s Intensive In Home Services
- [x] Stabilization and Crisis Unit (SACU)
- [x] Other (please specify): SEIU; OHCC; DD Licensing

Policy/rule title: LTCR Extension for DD Providers in eXPRS
Policy/rule number(s): OARs: 411-320-0030; 411-340-0070; 411-360-0110; 411-346-0150; 411-375-0020; 411-323-0050

Release number: v1

Effective date: March 1, 2020
Expiration date:

References:

Web address:

Discussion/interpretation:

As of March 1, 2020, the Background Check Unit (BCU) has extended expiration dates for one year for all active providers with an approved to work status on the Long Term Care Registry (LTCR). For providers NOT on the LTCR, ODDS has issued a 90-day extension on approved Criminal History Checks (CHCs).
For an LTCR example: A provider was set to expire 4/30/2020 on the LTCR and eXPRS CHC will now have a new expiration date of 4/30/2021

For a NON-LTCR example: A provider was set to expire 4/30/2020 on the eXPRS CHC will now have a new expiration date of 7/31/2020

It continues to be required to submit Provider Enrollment Agency Agreements (PEAAs) in a timely manner. The 90-day PEAA extension is intended to act as a preventative measure only. We appreciate your patience in this process as we work together to find solutions and update policies.

**Training/communication plan:**
CRIMs/BCU has sent out communication to all the effected Subject Individuals (SI) and Qualified Entity Designees (QEDs).

**Local/branch action required:** QEDs should continue to follow instructions sent from the LTCR/CRIMs for SI recheck requirements.

**Central office action required:**
The ODDS Provider Enrollment team is currently working on extending CHC dates and credentials from the list acquired by the BCU. Since this is a manual process, the implementation may vary between providers when the dates will be input in eXPRS, but we appreciate your patience and everything should be completed soon.

**Field/stakeholder review:**  
☐ Yes ☒ No  
**If yes, reviewed by:**

**Filing instructions:**

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

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<th>Contact(s): Vanessa Richkind</th>
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