

# Policy Transmittal Developmental Disabilities Services



Anna Lansky

**Authorized signature**

**Number:** APD-PT-20-074

**Issue date:** 11/13/2020

**UPDATED #8**

**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):**

- All DHS employees   
  County Mental Health Directors  
 Area Agencies on Aging: {Select type}   
  Health Services  
 Aging and People with Disabilities   
  Office of Developmental Disabilities Services (ODDS)  
 Self Sufficiency Programs   
  ODDS Children's Intensive In Home Services  
 County DD program managers   
  Stabilization and Crisis Unit (SACU)  
 Support Service Brokerage Directors   
  Other (please specify): All DD Provider Agencies; Individuals and Families  
 ODDS Children's Residential Services  
 Child Welfare Programs

<b>Policy/rule title:</b>	ODDS Reopening Policy Worker's Guides		
<b>Policy/rule number(s):</b>		<b>Release number:</b>	
<b>Effective date:</b>	6/1/2020 Updated 7/7/20 Updated 7/20/20 Updated 8/19/20 Updated 9/16/20 Updated 10/27/20 Updated 11/10/20 Updated 11/12/20	<b>Expiration date:</b>	These policies are in effect based on the phase a county is in.
<b>References:</b>	<a href="https://govstatus.egov.com/reopening-oregon">https://govstatus.egov.com/reopening-oregon</a>		
<b>Web address:</b>	<a href="https://www.oregon.gov/DHS/SENIORS-">https://www.oregon.gov/DHS/SENIORS-</a>		

**UPDATED 11/12/20**

Oregon OSHA issued new COVID rules effective November 16, 2020 prescribing additional standards for employers to implement in workplace settings. Depending on the provider's status as an employer, service settings where individuals receive agency supports may be impacted by the new OSHA regulations.

The new OSHA rules apply to provider employers and requirements may vary from ODDS COVID operations policies. The ODDS COVID operations policies continue to apply. OSHA is a distinctly separate program not affiliated with ODDS. ODDS, including licensors and certifiers, are not responsible for the implementation or monitoring of OSHA regulations in service settings.

Additional updates include:

- Clarification of essential visitors in residential settings. A "paused" status overrides a county's reopening phase designation and the limit on number of visitors to a home does not include provider, DSP, or caregiver staffing.
- Clarification of a provider's expectation to communicate exposure and outbreak concerns with other service providers.
- Submission timeline for submission of electronic documentation for licensing reviews has been shortened to three business days (for the items that previously allowed for seven business days).
- Providers are required to submit COVID screening logs as part of required documentation for licensing or certification reviews.
- Updated clarification and expectations related to the use of masks or face coverings for employment or day services.

**UPDATED 11/10/20**

- As of 11/10/20 the Governor declared a "pause" on reopening activities in five counties. This list may be updated from time to time. A provider is responsible for knowing the status of the county where they are delivering services and to deliver them according to the applicable reopening guide. "Paused" counties can be found [here](#). Visitation guidance has been updated for residential settings in counties declared to be in "paused" or baseline status. Essential visitors do not include friends or family for a setting in a paused county.
- The residential guide clarifies that providers may not prohibit or inhibit people from leaving or returning to their homes.
- The employment/DSA guide is being updated to clarify:
  - Individuals must wear masks for any group/facility Employment, DSA, or Community Transportation services. Accommodations will be made for individuals through alternative service settings.

- Clarification on exposure notification and closure requirements when there is a COVID-19 exposure in an Employment or DSA service setting.
- Non-residential day services permitted during Baseline or any Pause on Reopening include:
  - Remote or virtual services
  - Job Coaching
  - Discovery
  - Small Group or Employment Path services that take place at an essential business.
  - Individualized 1:1 Employment Path/Day Support Activities *that take place in the community or at a provider site. This 1:1 service or agency attendant care may not occur in a group. Group-based services may occur for individuals who reside together in one home.*
  - No agency services may occur in a group during baseline, phase one, or a pause to reopening, unless the individuals reside together in the same home.
- Provider agencies must have an ODDS-approved reopening plan to deliver any Employment, DSA, or Attendant Care services in a group or at a provider site (either 1:1 or in a group).

#### **UPDATED 10/27/20**

- Reopening guides have been updated to reflect staff qualification requirements have been extended or modified.

- Guides have been updated to expand essential visitors to include family members, guardians, and close personal relationships, and allow for essential visitors in all counties, regardless of reopening phase.

#### **UPDATED 9/16/20**

- Each reopening guide is being updated to provide notice that spit guards are not an acceptable face covering and are not considered masks.

Please note as described below in the Discussion/Interpretation section of this transmittal, these reopening guides have replaced most COVID-related transmittals. The list of transmittals that have been replaced is below.

#### **UPDATED 8/19/20**

- The CME guide is being updated to remove the expiration date for summer hours. They are available until further notice. There is no change to the types of supports that make up attendant care. Supports remain limited to ADL, IADL, and health related tasks. It also clarifies that attendant care use is not restricted based on the hours of the “school day.” Information about appropriate use of DSA and benefits counseling for transition age individuals has been added.

- The residential guide extends COVID related rate exceptions until further notice. It adds additional information about exceptional rates. It stresses the importance of follow visitation guidelines.
- All Tier Memos with an expiration date of 08/31/2020 are automatically extended by way of this transmittal.

#### **UPDATED 7/20/20**

- The employment/DSA guide is being updated to reflect a limit of 10 participants inside a building or facility.
- The employment/DSA guide and the in home guide require “camps” to have a reopening plan.
- Residential and supported living providers are required to make masks available for individuals for when they leave their home.
- The Licensing guide announces the resumption of 120 day reviews effective August 1, 2020.
- Nothing in these updates changes previous guidance related to visitors in residential settings.

#### **UPDATED 7/7/20**

- The residential, supported living and in-home reopening worker guides linked below have a new requirement around an agency’s responsibility when an employee may have been exposed to COVID-19.
- The residential guide has also been updated to describe mask and face covering requirements for Adult Foster Care providers.
- The list of obsoleted transmittals below has been updated.
- The list of COVID-19 symptoms and essential person screening questions have been updated where appropriate.
- The employment guide identifies that employment path services at a provider site must include a community component.

#### **Discussion/interpretation:**

ODDS responded rapidly to the COVID-19 pandemic and state of emergency. This was done primarily through a series of transmittals and supporting documents describing various temporary changes to normal policy and operations. As Oregon begins reopening, it is ODDS’ desire to consolidate these COVID-19 related changes into six guides, each targeted to a specific audience. These guides will replace most of the transmittals released since the start of the COVID-19 pandemic. The guides are ODDS policy. The target groups are:

- Case Management Entities (CMEs):  
[Case Management Reopening Worker's Guide](#)

- 24 Hour Residential and Foster Care Providers:  
[Residential Reopening Worker's Guide](#)
- Employment and Day Support Activities Providers:  
[Employment and DSA Reopening Worker's Guide](#)
- Supported Living Providers:  
[Supported Living Reopening Worker's Guide](#)
- In-Home Agency Providers:  
[In-Home Agency Reopening Worker's Guide](#)
- Licensors:  
[Licensing Reopening Worker's Guide](#)

Transmittals aimed at other provider types (including Personal Support Workers [PSWs] and Behavior Consultants) will remain in place.

There are also several resources for Individuals and Families regarding re-opening including:

- [COVID-19 Reopening Powtoon](#)
- [ODDS Reopening Fact Sheet](#)
- [Developing a Plan for Returning to Work and Activities](#)

Oregon's overall re-opening strategy is happening through a series of three phases. Different counties may be in different phases at the same time, and the different phases may affect the policies contained in these guides. The guides will be updated to reflect policy changes based the phases. The applicable policy is based on the phase of location of the service or setting. To know the status of any particular county, look [here](#). All the information in the guides attached to this transmittal and [posted here](#) are for counties that have not yet begun to reopen or are in phase one or two.

The following COVID-19 related transmittals are now obsolete:

- Action Requests (all year 2020): 011, 018, 019, 020, 021, 022, 023, 024, 027, 028, 029, 033, 036, 040, 049, 050, 057, 058, 059, 060.
- Informational Memoranda (all year 2020): 024, 028, 031, 032, 040, 045, 048, 050.
- Policy Transmittals (all year 2020): ): 015, 018, 021, 023, 024, 027, 028, 029, 030, 031, 035, 036, 037, 038, 039, 042, 043, 044, 046, 049, 050, 052, 053, 056, 057, 058, 059, 061, 062, 063, 066, 067, 068.

The following transmittals remain valid are not incorporated into a guide:

- [AR-20-030](#) Behavior Professionals with expiring "G" level OIS certificates
- [AR-20-031](#) COVID-19 Scenarios Tools
- [AR-20-037](#) ODDS COVID-19 Staffing Support
- [AR-20-039](#) PSW Request for lost payment Hardship Benefit (PTO)
- [AR-20-042](#) Temporary Changes to CDDP Adult Abuse Investigation Practice
- [AR-20-049](#) Information to report to ODDS re: individual and paid providers
- [AR-20-051](#) PSW Payment Processing Changes
- [AR-20-055](#) Training Opportunity Through Open Future Learning
- [AR-20-059](#) Notification of potential COVID-19 exposure
- [IM-20-026](#) Behavior Professionals and home visits during CV19
- [IM-20-041](#) PPE Masks and Gloves for Personal Support Workers
- [PT-20-025](#) Presumed Eligibility Guidance
- [PT-20-045](#) "Stay at Home, Save Lives," Executive Order 20-12
- [PT-20-048](#) Temporary policy changes to (PASRR) process
- [PT-20-055](#) Expanded Supports for Families
- [PT-20-064](#) COVID-19 CARES Act benefits and resources
- [PT-20-069](#) LTCR Extension for DD Providers in eXPRS
- [PT-20-071](#) Department funding of Assistive Technology

**Training/communication plan:**

CMEs: Question sent to [ODDS.FieldLiaison@dhsosha.state.or.us](mailto:ODDS.FieldLiaison@dhsosha.state.or.us) will be addressed during regularly scheduled webinars for CMEs (Wednesdays, 11:00 am)

Providers: Questions sent to [ODDS.Questions@dhsosha.state.or.us](mailto:ODDS.Questions@dhsosha.state.or.us) will be addressed during the regularly scheduled webinars for providers (3<sup>rd</sup> Thursday of the month at 2:00 pm):

Please register for the November Provider Meeting - Webinar at 2 pm on November 19, 2020. 2:30 P.M. to 3:30 P.M. at:

<https://attendee.gotowebinar.com/register/2610353162184520459>

Webinar ID 888-916-955

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

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:**

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

Contact(s): ODDS COVID-19 Team	
Phone: NA	Fax: NA
Email: CME questions: <a href="mailto:ODDS.FieldLiaison@dhsosha.state.or.us">ODDS.FieldLiaison@dhsosha.state.or.us</a>	
Provider questions: <a href="mailto:ODDS.Questions@dhsosha.state.or.us">ODDS.Questions@dhsosha.state.or.us</a>	

ARCHIVE