Policy Transmittal
Developmental Disabilities Services

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Number: APD-PT-20-111
Issue date: 11/6/2020

Topic: Developmental Disabilities

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
☐ Self Sufficiency Programs Disabilities Services (ODDS)
☒ County DD program managers ☒ ODDS Children’s Intensive In
☒ Support Service Brokerage Directors Home Services
☒ ODDS Children’s Residential Services ☐ Stabilization and Crisis Unit (SACU)
☐ Child Welfare Programs ☐ Other (please specify):

Policy/rule title: OIS Expiration Extension for Independent Providers of Professional Behavior Services

Policy/rule number(s):

Effective date: 10/01/2020

References:

Web address:

Discussion/interpretation: OIS has extended the expiration date of all instructors to April 30, 2021. Due to ongoing difficulties accessing OIS classes to renew an OIS “G” certification, ODDS will be extending the OIS expiration date of all Independent Providers of Professional Behavior Services to align with the expiration date of OIS instructors.

Implementation/transition instructions: Services Coordinators, Personal Agents and other case management personnel should be aware that the OIS expiration dates
for Independent Providers will be extended until April 30, 2021. No action needs to be taken by the case management entity.

**Training/communication plan:** Managers and Directors to share this information with all pertinent staff.

**Local/branch action required:** This action will take place with eXPRS. No local/branch action is required.

**Central office action required:** The Provider Administration team will be updating eXPRS. All independent providers of Professional Behavior Services will have their OIS expiration date changed to April 30, 2021.

**Field/stakeholder review:**  
☐ Yes  ☒ No

**If yes, reviewed by:**

**Filing instructions:**

If you have any questions about this policy transmittal, contact: [Kirsten.G.Collins@state.or.us](mailto:Kirsten.G.Collins@state.or.us)