Policy Transmittal
Developmental Disabilities Services

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Number: APD-PT-20-119  
Issue date: 12/21/2020

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:

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):
☒ ODDS Children’s Residential Services
☐ Child Welfare Programs

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<thead>
<tr>
<th>Policy/rule title:</th>
<th>OR310 Service Authorizations for youth in residential settings</th>
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<tbody>
<tr>
<td>Policy/rule number(s):</td>
<td>Release number:</td>
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<td>Effective date:</td>
<td>12/01/2020</td>
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<td>Expiration date:</td>
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<td>References:</td>
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Discussion/interpretation: Youth residing in a Children’s Residential Setting (Service Element 142) who have been assigned to service group five and have a behavior support score through the Oregon Needs Assessment (ONA) process, may have maintenance of the Positive Behavior Support Plan (OR310) authorized by their Children’s Residential Specialist for up to 30 hours per plan year.

Implementation/transition instructions: The Children’s Residential Specialist must verify that the youth has been assigned to service group 5b. The chosen services section of the ISP, or change form, must document that the youth has been assigned
to service group 5b and that they have a behavior support score though the current ONA. When opening a plan line in Plan of Care the notes section must document “current ONA assigns individual as 5B”. Residential specialists are responsible to ensure that the services invoiced as OR310 are in line with OAR 411-304 and the Expenditure Guidelines. To exceed 30 hours of OR310 a request must be made through the Exceptions Process.

**Training/communication plan:**

**Local/branch action required:** NA

**Central office action required:** NA

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

**If yes, reviewed by:**

**Filing instructions:**

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

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