



Oregon Intervention System – General (OIS-G)

Personal Support Worker (PSW)

Tuition & Stipend Request Form

Program Information

Medicaid Personal Support Workers (PSWs) may be pre-approved by the Oregon Home Care Commission (OHCC) to attend an Oregon Intervention Systems – General (OIS-G) course. The pre-approval requires a complete application to be turned in to OHCC in a timely manner. Once received, OHCC will review the information provided and determine if the PSW qualifies for cost of enrollment to be paid for by OHCC for the OIS-G course. **See instructions on back.**

| | | |
|--|-----------------------------------|------|
| Section A. PSW Information <i>(Please Print):</i> | | |
| Name: | 6-Digit Medicaid Provider Number: | |
| Mailing Address: | | |
| City: | State: | Zip: |
| Phone Number: | Email: | |
| Have you completed two (2) OHCC Approved Training Courses? | | |
| <input type="checkbox"/> Yes <i>(Please List)</i> 1. _____ 2. _____ | | |
| <input type="checkbox"/> No | | |

| | |
|---|--------------------|
| Section B. Services Coordinator or Personal Agent Information <i>(Please Print):</i> | |
| Name: | Brokerage or CDDP: |
| Phone Number: | Email: |

FOR OHCC OFFICE USE ONLY

| | | | |
|---|--|-----------------------------|--|
| PSW works for an individual with a SC/PA Approved Behavioral Car Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| Eligible for OIS-G Tuition _____ | Eligible for OIS-G Stipend Rate \$ _____ | Total Payment \$ _____ | |

Form Instructions

To complete this form a PSW will need to:

- complete Section A with your own information;
- complete Section B with the contact information for the Services Coordinator or Personal Agent who assists the individual receiving Medicaid in-home services, who will be contacted by OHCC;
- submit the form to OHCC for OIS-G pre-approval;
- once pre-approved, the PSW will receive an email from OHCC with confirmation and further instructions;
- the PSW will submit the fully completed form to OHCC.

This form may be submitted by email, fax, or mail to:

ATTN: Training Unit
Oregon Home Care Commission
550 Capitol St NE
Salem, OR 97301

Email: Training.OHCC@dhsosha.state.or.us

Fax: (503) 378-2647

Frequently Asked Questions

1. Who qualifies for OHCC Pre-Approval for OIS-G course tuition?

- A PSW with an active Medicaid provider number, who has completed two (2) OHCC approved training courses (*excluding OIS-G and CPR/First Aid*) will qualify for OIS-G pre-approval.
- PSWs with an active Medicaid provider number, who have not completed two (2) OHCC approved training courses but the Service Coordinator or Personal Agent can provide verification to OHCC of the PSW needing to complete their OIS-G course because they are assigned to an individual with an approved behavioral care in place.

2. Who does not qualify for OHCC Pre-Approval for OIS-G course tuition?

- PSWs who are pending approval for their Medicaid provider credentials.
- PSWs who have not completed two (2) OHCC approved training courses and are not working for a Medicaid approved individual with a behavioral care plan in place, requiring the OIS-G certification.
- HCWs (or other types of providers) not enrolled in the CIIS or DD-PSW programs.

3. What is a stipend?

- A stipend is a payment issued to a PSW, based on the total number of hours completed during the stipend approved training. Some PSWs may qualify for a stipend and will need to request this stipend payment from OHCC. OHCC will verify the information before determining if the PSW qualifies for stipend payment.

4. Who qualifies for an OIS-G stipend?

- Only PSWs who:
 - have an active Medicaid provider number;
 - are employed by an individual receiving Medicaid in-home services;
 - completed their OIS-G certification;
 - are required to have the certification as stated on the approved Behavioral Care Plan, and;
 - their information has been verified by OHCC with the approving Services Coordinator or Personal Agent.

Further information can be found on the OHCC website at:

<http://www.oregon.gov/dhs/seniors-disabilities/HCC/Pages/index.aspx>