April 3, 2020

Use of Disaster Qualifier for COVID-related Relief Services

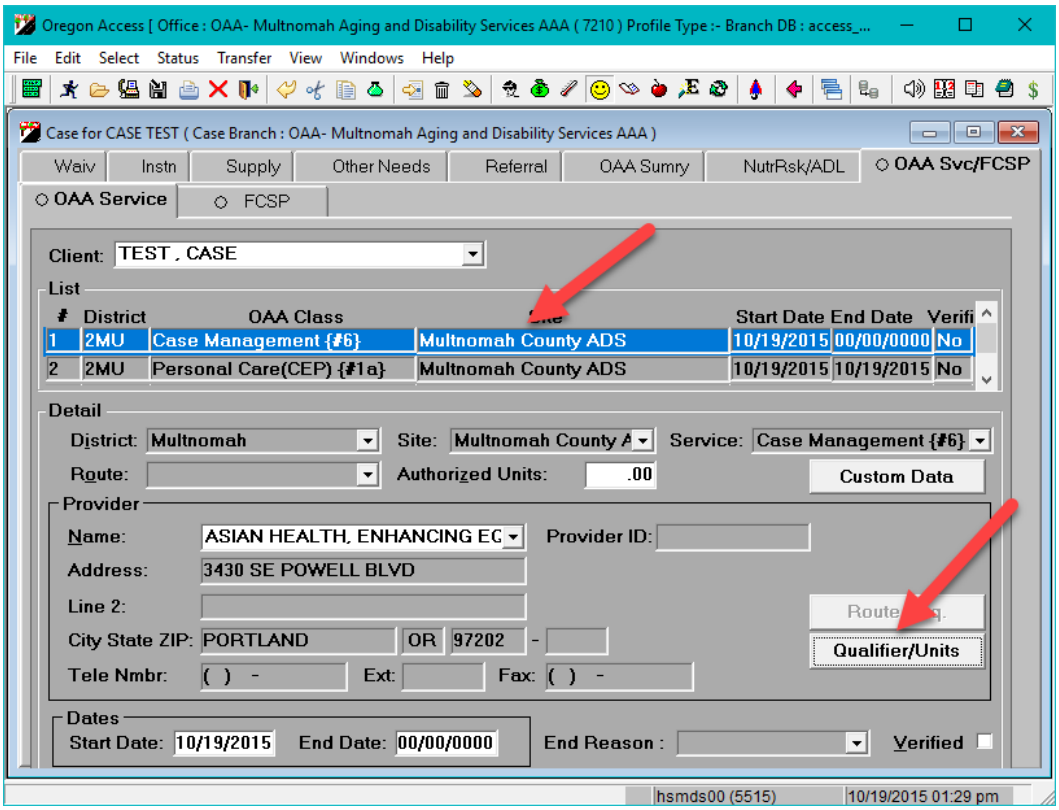
FEMA approved Oregon's Major Disaster Declaration as of March 29. This declaration triggers disaster relief authority in the Older Americans Act (OAA), and allows AAAs to use any of their allocated OAA funds to support relief services.

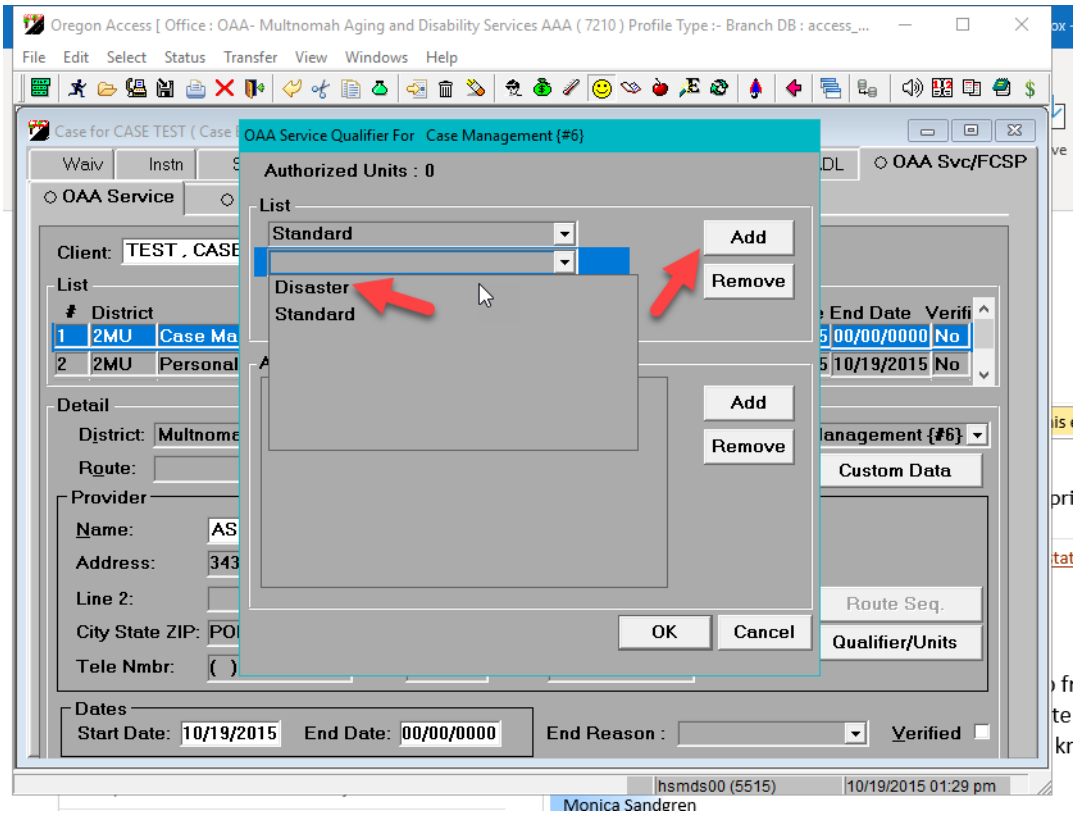
Tracking Services in Oregon Access

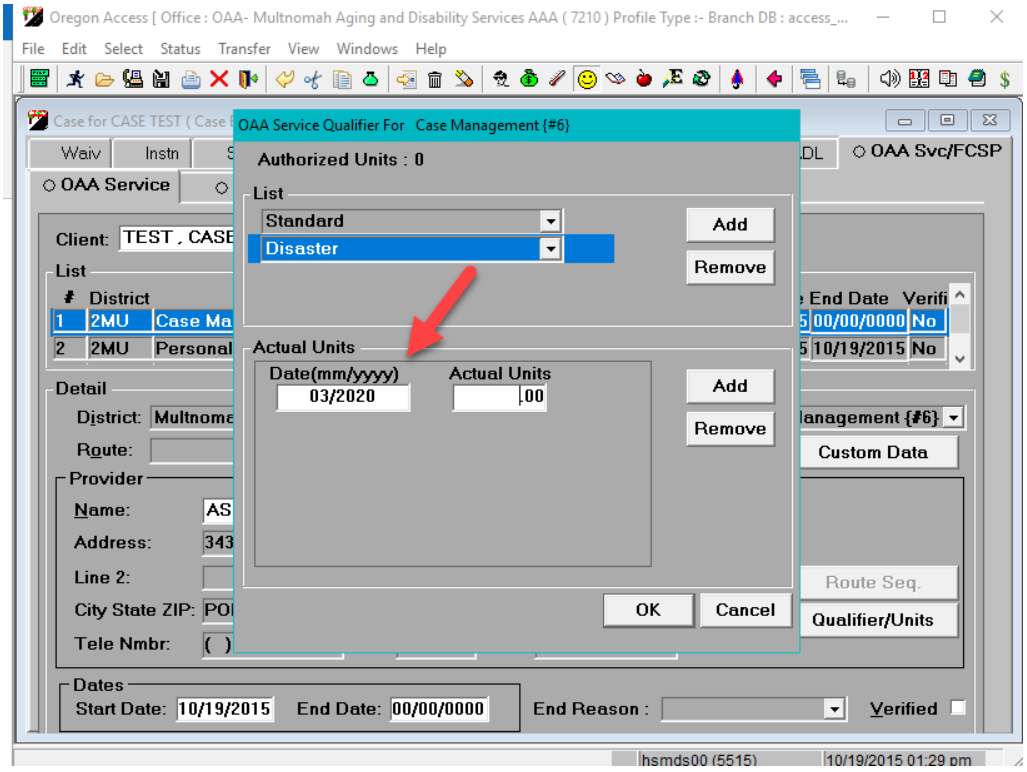
a. Usual services can continue to be entered as always. For example, there would be no required change in how AAAs record meals provided to a person who was previously assessed eligible for home-delivered meals and is continuing to receive home-delivered meals.
b. AAAs should use the new "Disaster" qualifier in the following new situations allowed under the Major Disaster Declaration:
    - Using funding from another Title to support a service (e.g. using Title IIID or IIIE funds to pay for telephone reassurance or meals).
    - Service being offered in non-usual way, such as providing a home-delivered meal to someone who wouldn't normally be eligible for these meals but are receiving them due to the COVID-19 situation, or offering a congregate meal as a grab-and-go meal.
c. AAAs must still collect NAPIS info to the extent possible, but APD recognizes that AAAs may have far more "Guest" services provided. AAAs still need to track unduplicated numbers of participants, and units of services provided, even in cases where it's not possible to collect the full NAPIS info.

OIS has created a new **Disaster** qualifier for OAA programming. This has been auto loaded as a qualifier for all services to all existing providers to make use of the qualifier easier with the batch process and the set-up of new consumers/clients during the current COVID crisis. We chose Disaster so that we will have this available in the future for crisis's as appropriate.

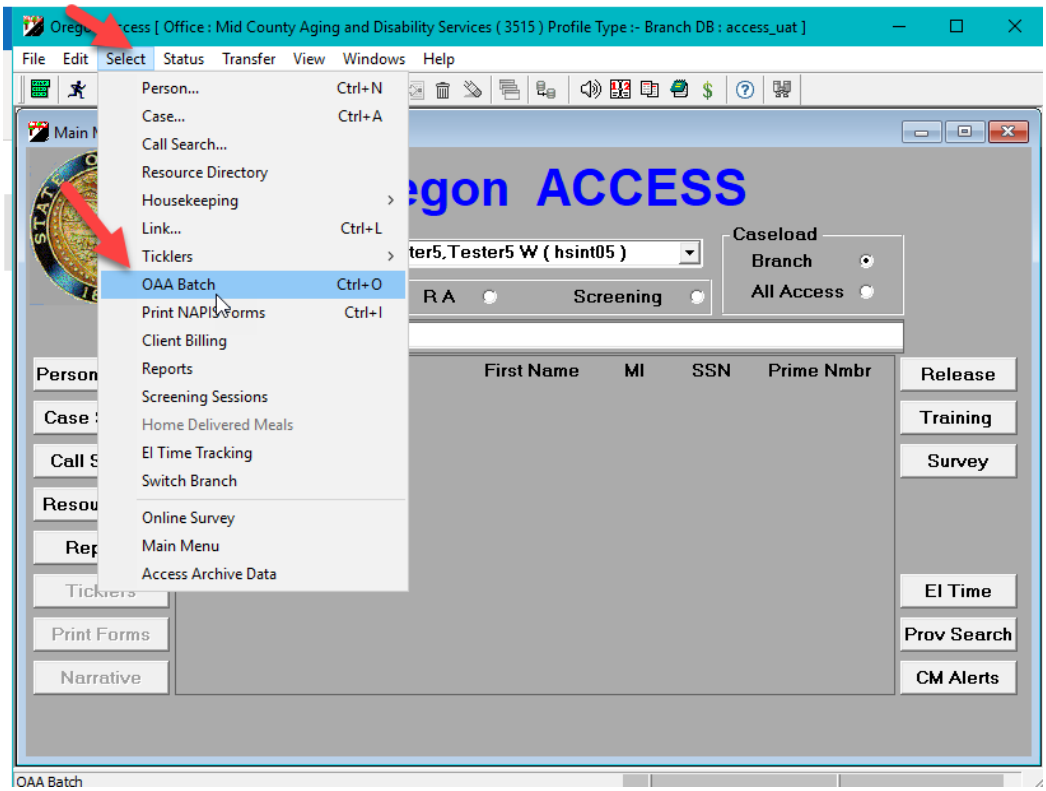
When adding new consumers/clients start them with the Disaster qualifier as part of their set up. Should the new consumer/client continue services after this crisis is over, you can easily switch them to Standard or OAA as part of the Batching process.


Oregon Access [Office : OAA- Multnomah Aging and Disability Services AAA (7210) Profile Type :- Branch DB : access_...
File Edit Select Status Transfer View Windows Help
Case for CASE TEST (Case Branch : OAA- Multnomah Aging and Disability Services AAA)
Waiv Instn Supply Other Needs Referral OAA Sumry NutrRsk/ADL OAA Svc/FCSP
OAA Service FCSP
Client: TEST , CASE
List
District OAA Class Site Start Date End Date Verifi
1 2MU Case Management {#6} Multnomah County ADS 10/19/2015 00/00/0000 No
2 2MU Personal Care(CEP) {#1a} Multnomah County ADS 10/19/2015 10/19/2015 No
Detail
District: Multnomah Site: Multnomah County A Service: Case Management {#6}
Route: Authorized Units: .00 Custom Data
Provider
Name: ASIAN HEALTH, ENHANCING EC Provider ID:
Address: 3430 SE POWELL BLVD
Line 2:
City State ZIP: PORTLAND OR 97202 -
Tele Nmbr: ( ) - Ext: Fax: ( ) -
Route Seq.
Qualifier/Units
Dates
Start Date: 10/19/2015 End Date: 00/00/0000 End Reason : Verified
hsmds00 (5515) 10/19/2015 01:29 pm

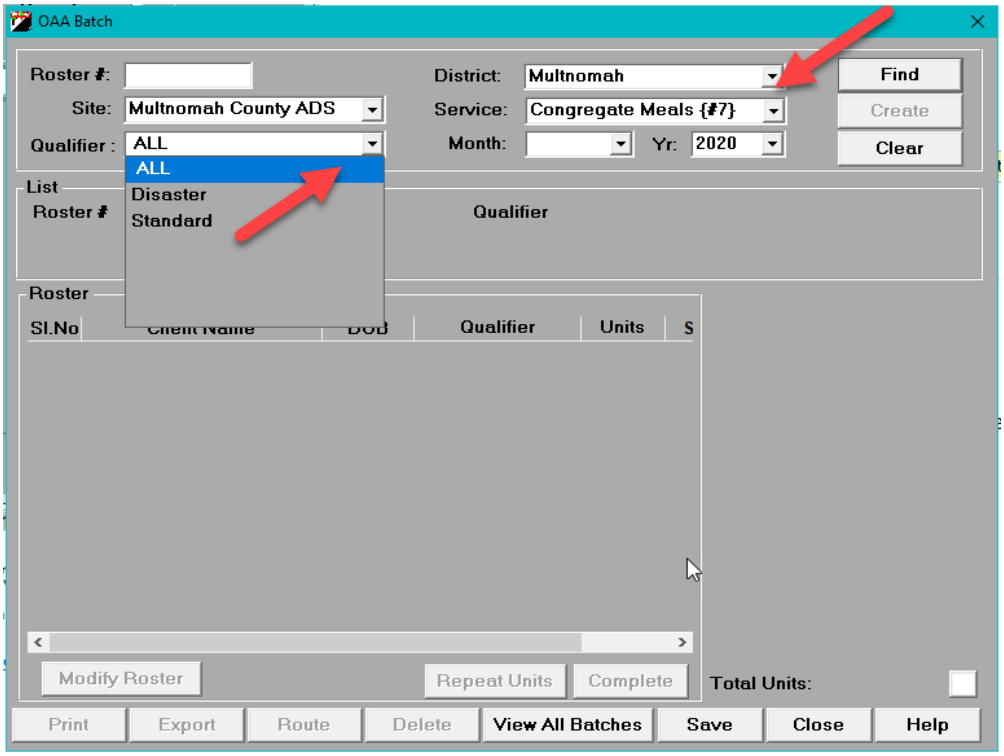

Oregon Access [Office : OAA- Multnomah Aging and Disability Services AAA (7210) Profile Type :- Branch DB : access_...
File Edit Select Status Transfer View Windows Help
OAA Service Qualifier For Case Management {#6}
Authorized Units : 0
List
Standard
Disaster
Standard
Add
Remove
Add
Remove
OK
Cancel
Route Seq.
Qualifier/Units
Custom Data
Dates
Start Date: 10/19/2015 End Date: 00/00/0000 End Reason : Verified
hsmds00 (5515) 10/19/2015 01:29 pm
Monica Sandgren



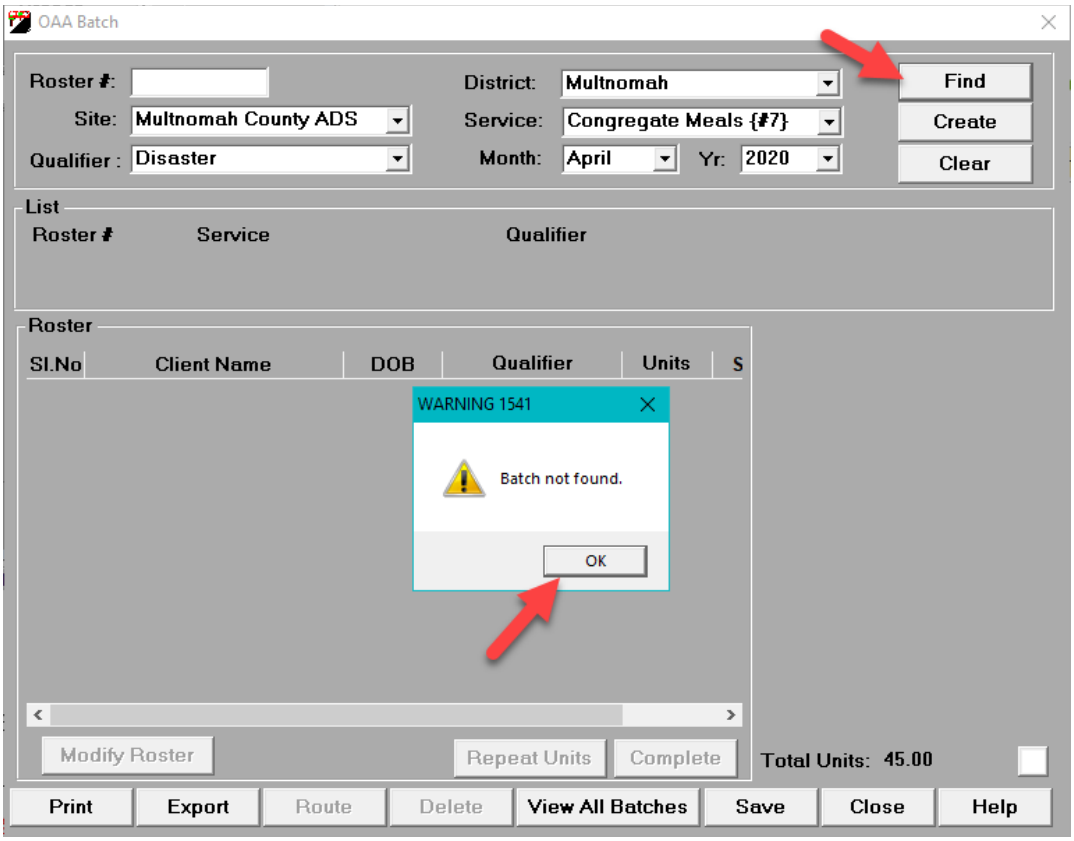
Create Disaster Batch: Switch to appropriate branch, Under ***Select*** choose OAA Batch:



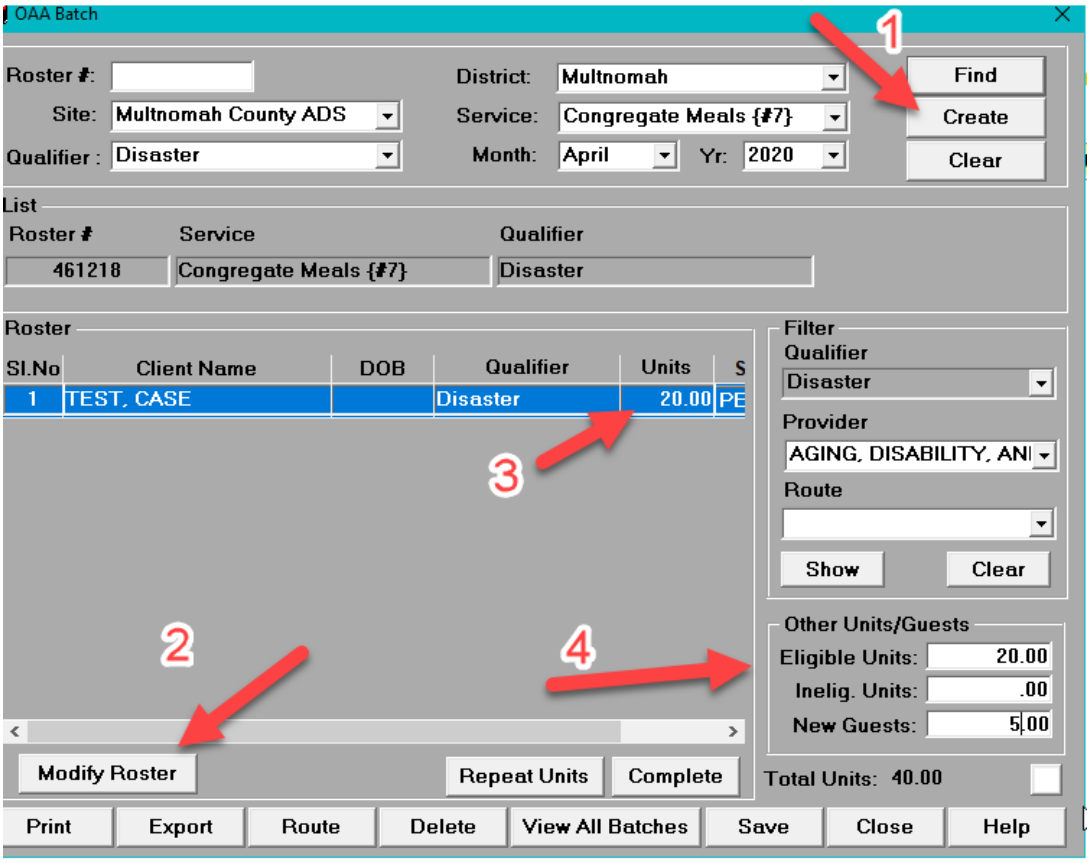
Select Site, District, Service, Choose Qualifier ‘Disaster’, Select Month and Year:



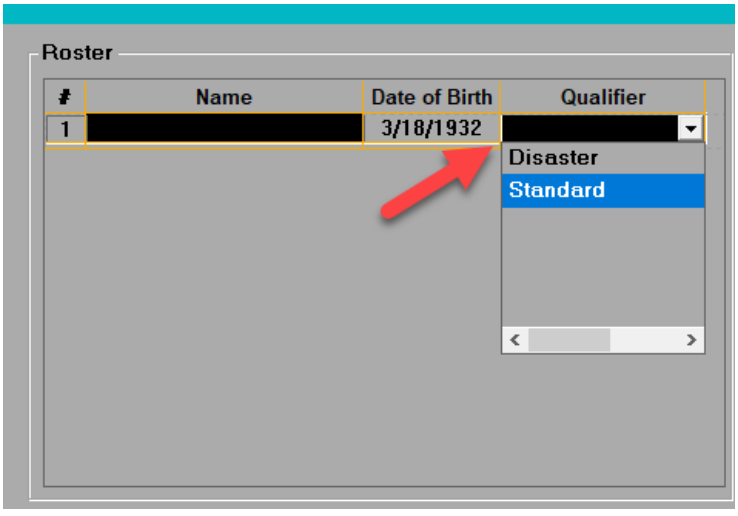
Click ***Find*** to ensure that you have not already created a batch. Click OK, Batch not found:

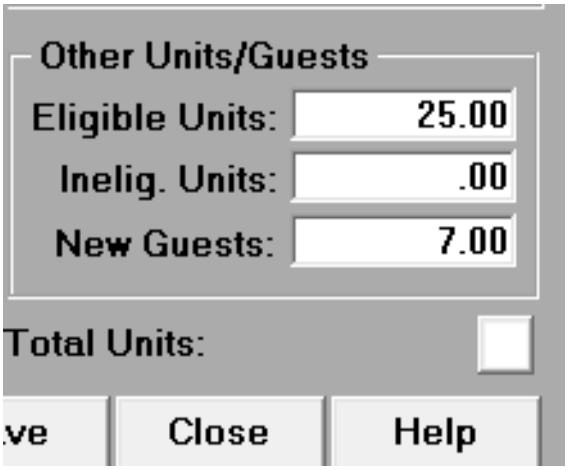


When creating your first batch with the Disaster qualifier since no consumer/clients will auto-fill, click Modify Roster and select all the applicable consumer/clients for that service who are already set up in OA regardless of their current qualifier. This list will include any new consumer/clients that you set services up for prior to starting the batching process. After you have clicked the Completed button and Save the batch all consumer/clients in that batch are now automatically set up with the Disaster Qualifier



Modify Roster:





Add Eligible Guest Units and Unduplicated count of New Guests

- Keep in mind, AAA's should keep backup reports with identifying information of Guests (name, DOB)
- New Guests are **unduplicated guests within the current fiscal year**
- A New Guest should **ONLY** be counted in the month they received the service for **the first time** (example, Mary received her first congregate meal of FY20 in February 2020 which was recorded as an eligible guest unit and Mary was counted as a New Guest on the February batch; she comes by for a congregate pickup meal in April. The meal is recorded as an Eligible Unit, but Mary is not included in the New Guest count)
- ALL OtherUnits/Guests, eligible Units are recorded as a **Standard Qualifier** regardless of Qualifier assigned when creating a batch. We do not have the ability in OACCESS to assign Disaster qualifier to Other or Guest units.
- Guests and Eligible Units **can be included in total Disaster unit count**