

Action Request Transmittal Aging and People with Disabilities



Mike McCormick

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Number: APD-AR-20-109

Issue date: 12/17/2020

CORRECTED

Topic: Provider Information

Due date:

Subject: Change in Ownership/Change in Name Memory Care Facility

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Type B | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children's Residential Services | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input type="checkbox"/> Child Welfare Programs | |

Change in Ownership/Change in Name Memory Care	
Previous Provider Name	Location
Emerson House	Portland
Previous Provider Number	Expiration Date
522141	12/14/2020
New Provider Name	
Emerson House Portland	
Provider Number	Effective Date
528730 corrected	12/15/2020 this date is correct

Action Required:

Staff must update the Service Plan and open a new 512 for all consumers served by the pervious owner. To update the consumer records staff will need the provider name and provider number and the effective date. All the information is above in the New Owners Information table.

Steps to update each consumer's record:

- Update the Service Plan in Oregon ACCESS
- Close the current 512 with the old provider number

- Open a new 512 with the new provider number

To access a list of all consumers served by the previous owner complete the following steps:

- Go to the Mainframe System
- Enter PESM, P, (provider #)

You will then be able to review a list of recent payment authorizations for the previous owner, which includes the consumers served.

Field/stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):

Dana Vafiades, Policy Analyst III, Provider Relations Enrollment questions

Jackie Gibbins, Medicaid Eligibility and Training Questions

Phone:

Dana Vafiades: 503-945-5836

Jackie Gibbons 541-693-2838

Fax:

503-947-5357

Email: APD.ProviderEnrollment@dhsosha.state.or.us