

# Information Memorandum Transmittal Aging and People with Disabilities



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**Number: APD-IM-20-033**

**Issue date: 4/8/2020**

**Topic:** Long Term Care

**Due date:**

**Subject:** Temporary Change to Orientation Information in OHCC Registry due to COVID-19

**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: Types A and 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"/> Support Service Brokerage Directors              | <input type="checkbox"/> Other ( <i>please specify</i> ):                     |
| <input type="checkbox"/> ODDS Children's Residential Services             |   |
| <input type="checkbox"/> Child Welfare Programs                           |   |

**Message:**

In response to the change in policy that temporarily allows homecare workers (HCW) 150 days to complete orientation (refer to [APD-PT-20-026](#)), the Oregon Home Care Commission (OHCC) will enable homecare workers to be available for referral on the Registry past the 90-day edit currently in place. To accomplish this, OHCC staff will run a daily report and manually update the HCW Orientation field in the Registry for new workers until further notice. Workers will be able to complete their profile and respond to Help Wanted Ads posted on the Registry by consumer-employers.

In order to temporarily increase the pool of available homecare workers to respond to the needs of consumer-employers during the COVID-19 pandemic, OHCC will change the status of workers currently designated as "Unavailable-HCW Orientation needed" to "Available for Referral." OHCC staff will manually enter an orientation date of 1-1-20 and OHCC as the orientation location. OHCC will remove this information when standard operating procedures resume.

*If you have any questions about this information, contact:*

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