

Information Memorandum Transmittal Aging and People with Disabilities



Mat Rapoza

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Number: APD-IM-22-029

Issue date: 04/12/2022

Topic: Long Term Care

Due date:

Subject: New APD LTSS Notice of Request for Information or Verification Needed Form

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"/> 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:

A new Aging and People with Disabilities (APD) Long Term Services and Supports (LTSS) Notice of Request for Information or Verification Needed form was requested and created due to concerns related to the DHS 210 and DHS 210A not being LTSS program specific. This new form has been saved on the [Client Details, Treatment, Forms, & Misc. LTC Information](#) page on the Case Management (CM) Tools website and is available and ready for staff to begin using immediately.

The new form is intended to replace the use of the DHS 210 and the DHS 210A by APD LTSS CMs. The APD Long Term Care Services Form Requirements tool has also been updated to reflect these changes.

The new form has been sent to Publishing for assignment of a form #, translation, and will be available on the Form Server upon completion by Publishing. For the time being, staff can access the form on the CM Tools website on the page listed above.

If you have any questions about this information, contact:

Contact(s): Christine Maciel - APD MSS Operations & Policy Analyst	
Phone:	Fax:
Email: Christine.C.Maciel@dhsosha.state.or.us	