

# Information Memorandum Transmittal Aging and People with Disabilities



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**Number:** APD-IM-22-035

**Issue date:** 4/19/2022

**Topic:** Provider Information

**Due date:**

**Subject:** Required Refresher Training Due Date Extended to June 30, 2022

**Applies to (check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> All DHS employees                                | <input checked="" 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 checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS)             |
| <input type="checkbox"/> Self Sufficiency Programs                        | <input checked="" type="checkbox"/> ODDS Children's Intensive In Home Services                       |
| <input checked="" type="checkbox"/> County DD program managers            | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)  |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors   | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): Comagine and CMHP case managers |
| <input type="checkbox"/> ODDS Children's Residential Services             |  |
| <input type="checkbox"/> Child Welfare Programs                           |  |

**Message:**

The due date for required refresher training for homecare workers, personal support workers, and personal care attendants enrolled prior to Sept. 1, 2021, has been extended from March 31, 2022, to June 30, 2022. These workers are referred to as incumbent workers. Incumbent workers who have not yet completed refresher training will receive ongoing reminders via email and text messaging from the Oregon Department of Human Services and Carewell SEIU 503 Training.

Unless a worker has a current certification through the Oregon Home Care Commission, workers must complete the following to receive credit for completing refresher training:

- Online Refresher
- Refresher Workshop and survey

Workers enrolled prior to Sept. 1, 2021, who completed online orientation, online core, and the core workshop will receive credit for completing refresher training.

Workers who are uncertain whether they have completed training may sign into Carewell SEIU 503 Training's learning management system to check their status.

Central office will begin the termination process after June 30, 2022, for workers who do not complete refresher training by the deadline. There will be no additional extensions.

During conversation with workers, or the individuals they support, please:

- Reassure workers they still have time to complete required training.
- Encourage workers who have not started training to begin right away.
- Encourage workers who have started training to finish by the deadline.
- Direct workers to call Carewell SEIU 503 Training at 1-844-503-7348 or visit their website at <https://www.carewellseiu503.org/training/> if they have questions about registering for training.
- Encourage workers to check their training completion status in Carewell's learning management system.
- Remind workers they will receive a stipend from Carewell for the successful completion of refresher training (\$135 after completing online refresher and \$65 after completing the refresher workshop).

For more information about required training and Senate Bill 1534, please visit the Oregon Home Care Commission's website: <https://www.oregon.gov/dhs/SENIORS-DISABILITIES/HCC/Pages/Senate-Bill-1534-Updates.aspx>

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

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