

Information Memorandum Transmittal Aging and People with Disabilities



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Number: APD-IM-22-087

Issue date: 9/7/2022

Topic: Other

Due date:

Subject: Provider Time Capture (PTC) - Attestation Changes to OR PTC DCI

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 checked="" 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 checked="" type="checkbox"/> Other (<i>please specify</i>): Comagine |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

This transmittal is meant to inform staff of an upcoming change in OR PTC DCI. The transmittal also includes links to staff webinars being held on September 13th and 14th to explain the upcoming changes.

What is changing:

Additional language around attesting to the accuracy of time entries will be added to OR PTC DCI.

The PTC Team has been working with the Department of Justice (DOJ) to include new language in OR PTC DCI regarding Medicaid fraud. Providers will check a box affirming that their time is correct, they are following the rules of the program, and they understand that falsifying information may be considered Medicaid fraud. This update replaces the tasks that a provider would normally select with a single check box or statement, streamlining the clock out process.

Why is this changing:

The goal of the added language is to ensure that OR PTC DCI has an appropriate standard of accountability for authorizing the use of Medicaid funds. Checking the attestation check box will be similar to a provider signing their name on the paper voucher.

When will the change occur: September 23, 2022 (tentative)

Please note: The change will not be implemented until letters have been mailed out to providers. Due to delays in printing, this date may need to be pushed back.

More about the change:

When first logging in, providers and staff will notice an additional News Post explaining the attestation and that by clicking OK:

- Providers are attesting that their entries are accurate and correct,
- Providers understand that entering false information could be considered Medicaid fraud, and
- Providers understand that there will be a check box at clock out or entry creation that attests to their time.

The task list at clock out is being replaced by one statement that reads: "Time is correct. Falsifying may be Medicaid fraud." Providers will select the check box next to that statement instead of selecting their tasks.

How staff can learn more:

The PTC Team will be hosting a webinar for staff to review the upcoming attestation change. The goal of the webinar is to help staff feel better prepared to answer questions from providers around these changes.

Two sessions are being held (the same material will be presented at both sessions):

September 13, 2022 10-11 AM

- [Join the Webinar](#)

Meeting ID: 161 613 5778

Passcode: 448412

Click below to add the morning webinar to your calendar:



Morning Session - OR PTC DCI August Webinar.ics

September 14, 2022 2-3 PM

- [Join the Webinar](#)

Meeting ID: 160 040 1054

Passcode: 970837

Click below to add the afternoon webinar to your calendar:



Afternoon Session - OR PTC DCI August Webinar.ics

How the PTC Team is communicating this change to providers:

Letters will be mailed to all HCWs and PCAs who have active accounts in OR PTC DCI. The letter explains the upcoming changes and what they mean. Electronic versions of the letter will be linked on the landing page of [PTC.Oregon.gov](https://www.ptc.oregon.gov) in Arabic, English, Russian, Simplified Chinese, Somali, Spanish, and Vietnamese. We encourage staff to have printed versions of the letter available in the local office, especially in languages other than English (printable copies of the letter will be available on the PTC website under the “Learning Materials” tab mid-September).

The following is the language included in the mailed letter to providers:

Find this important letter in other languages on the PTC website, [PTC.Oregon.gov](https://www.ptc.oregon.gov).

يمكن إيجاد هذه الرسالة الهامة بلغات أخرى على الموقع الإلكتروني لتسجيل الوقت لمقدمي الخدمة (المعروف بالمختصر

在 PTC 的网站 PTC.Oregon.gov 上查阅这封重要信函的其他语言版本。

Получите это важное письмо на других языках на веб-сайте PTC по адресу PTC.Oregon.gov.

Warqadan muhiimka ah oo ku qoran luqaddo kale ka hel website-ka PTC,
PTC.Oregon.gov.

Encuentre esta importante carta en otros idiomas en el sitio web de PTC,
PTC.Oregon.gov.

Tìm bức thư quan trọng này bằng các ngôn ngữ khác trên trang mạng PTC,
PTC.Oregon.gov.

This letter is for Homecare Workers (HCWs) and Personal Care Attendants (PCAs) who use OR PTC DCI. If you do not use OR PTC DCI to submit your time entries, then you do *not* need to keep this letter.

What is changing: You will need to confirm your entries are true and correct when claiming time.

When is the change happening: September 23, 2022

Why is the change happening: The Oregon Department of Justice needs providers to confirm their time entries.

As of September 23, 2022, you will notice a change when you:

- Log into the Web Portal or Mobile App,
- Clock out or create a historical time or fob entry, or
- Create a Landline time entry.

When you first log in, you will notice this statement (or you will hear a similar statement when making an entry on the landline):

By clicking “OK”, I affirm that the reported start and end times accurately represent the times I provided services/supports for the consumer-employer, I have only performed the tasks which are according to the consumer-employer’s task list, and I am following the rules in accordance with the program I am enrolled in. I acknowledge that falsifying this information may be considered

Medicaid fraud. I understand that when I clock out, I will check a box affirming my time is correct and falsifying information may be considered Medicaid fraud.

You will need to click OK at the end of the News Post to complete the login process on the Mobile App or Web Portal. If you are using the landline option, you will press 1 to continue.

When completing your clock out or historical time entry, you will also notice a change. Instead of being asked to select the tasks you performed during your shift, you will be asked to confirm that the information you entered was accurate. If you are using the Mobile App or Web Portal, all you need to do is click the check box that reads, “Time is correct. Falsifying may be Medicaid fraud”. If you are using the landline method, you will select 1 to confirm your time when you hear this prompt. If you use the landline in a language other than English, you will hear the prompt in English.

By clicking the check box, you are making a legal statement that the information you entered was correct. You are also agreeing that if you are not being truthful, this could be considered Medicaid fraud.

The below picture compares how the Mobile App clock out screen looks now with how it will look after the change.


If your Mobile App or Web Portal is in a language other than English, this statement will appear in English: “Time is correct. Falsifying may be Medicaid fraud.” (the English version is shown below under the red arrow)

Before:

Clock Out

Clock Out Time: 10:06 AM (MT)

Add Notes

 Add Attachment


- Ambulation
- Housekeeping
- Shopping
- Bathing
- Laundry

After the change:

Clock Out

Clock Out Time: 03:47 PM (PT)

Add Notes

 Add Attachment

Time is correct. Falsifying may be Medicaid fraud

[Confirm Clock Out](#)

For more information on the PTC Project, please visit PTC.Oregon.gov.

If you have any questions about this information, contact:

Contact(s): Provider Time Capture

Phone:

Fax:

Email: PTC.Support@odhsoha.oregon.gov