Mat Rapoza
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Number: APD-IM-23-110
Issue date: 12/14/2023

Topic: Long Term Care

Due date:

Subject: Oregon ACCESS (OA) and SPAN (form 2780N) Notice Updates

Applies to (*check all that apply*):

☐ All DHS employees
☒ Area Agencies on Aging: Type B
☒ Aging and People with Disabilities
☐ Self Sufficiency Programs
☐ County DD program managers
☐ Support Service Brokerage Directors
☐ ODDS Children's Residential Services
☐ Child Welfare Programs

☐ County Mental Health Directors
☐ Health Services
☐ Office of Developmental Disabilities Services (ODDS)
☐ ODDS Children's Intensive In Home Services
☐ Stabilization and Crisis Unit (SACU)
☐ Other (*please specify*):

Message:
The Oregon ACCESS (OA) CA/PS Assessment is being updated during the evening of December 15, 2023, to provide full automation of the Ambulation Need Level on the Service Plan and Notice (SPAN form 2780N). The update will be available for staff the morning of December 18, 2023.

This update will impact how the Ambulation Need section behaves on the SPAN form.
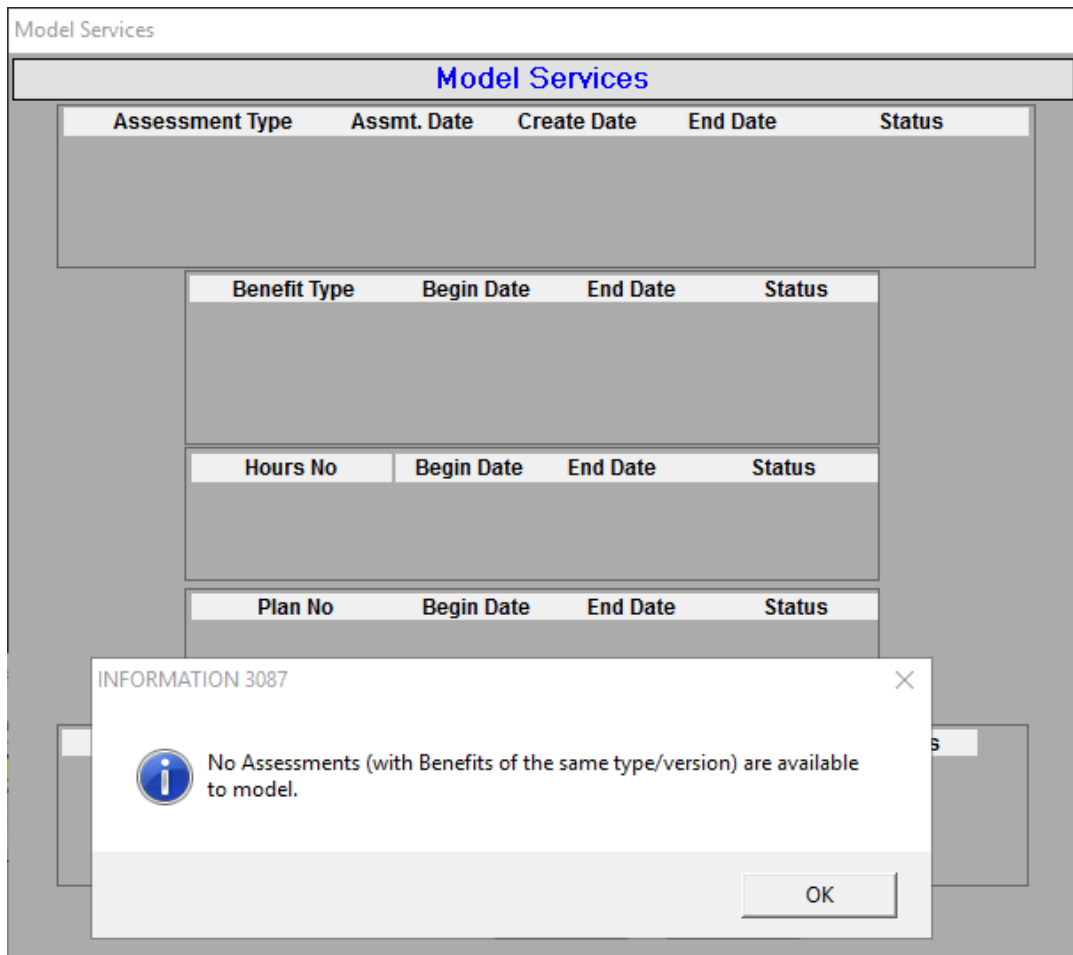- When the form is generated for an Assessment created on or after December 16, 2023, the form will auto populate the Need Level for all the possible Ambulation selections in the CA/PS Assessment. The Ambulation section of the form will then function as it does for all the other Needs on the form.
- When the form is generated for an Assessment created prior to December 16, 2023, the Ambulation section of the SPAN form will function as it did prior to the release.
  - CA/PS Ambulation selections 'A' and 'D' will auto fill and selections 'B' and 'C' will have to be manually selected by the user.

- Be aware if you are generating a Redetermination notice, the Ambulation Need may auto fill for one Assessment and need to be manually filled for the other Assessment, based on the creation dates of the selected CA/PS Assessments.
- Staff may refer to APD-IM-23-086 for information provided on accessing and utilizing the SPAN form.

It is important to review the entire SPAN for accuracy. Please email APD.MedicaidPolicy@odhsoha.oregon.gov if there are any questions about the form or if any features do not appear to be working correctly.

Please note: This change will result in a new version of the CA/PS Assessment. There are several Assessment and Service Planning items to keep in mind after the new version is created:

- The CA/PS Assessment version is determined by the date the Assessment is created. This date is not visible to the end user. It may, or may not be, the same date as the Assessment Date on the Assessment Status Overview screen.
- Assessment Copy and Create:
    - If the Assessment being copied was created prior to December 16, 2023, the newly created Assessment will include the source Assessment comments but will not include the Assist Level selections from that Assessment.
    - If the Assessment being copied includes Treatments, the Treatments can be individually selected to copy to the newly created Assessment. If copied, the Treatment Start Date will default to 00/00/0000 and the End Date will default to 12 months into the future to the end of the month.
    - Staff may refer to APD-PT-15-001 for additional Copy and Create information.
- Benefit Start Dates associated with Assessments created on or after December 16, cannot be earlier than November 1, 2023.
    - If there is a need for a Benefit Start Date prior to November 1, 2023, a service desk ticket will be required. The request will be reviewed, and policy will take the appropriate action.
- Modeling Services
    - Modeling Services is not allowed if there are no Assessments with Benefits of the same type and version to model. If you attempt to Model and receive this error:

Model Services

Assessment Type	Assmt. Date	Create Date	End Date	Status

Benefit Type	Begin Date	End Date	Status

Hours No	Begin Date	End Date	Status

Plan No	Begin Date	End Date	Status

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ⓘ No Assessments (with Benefits of the same type/version) are available to model.

OK

- o You will have to manually create the service plan. From that point forward, you should be able to use the Model function according to the modeling rules.

If you have any questions about this information, contact:

Contact(s): Christine Maciel	
Phone:	Fax:
Email: Christine.C.Maciel@odhs.oregon.gov	