

Action Request Transmittal Developmental Disabilities Services



UPDATED

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Number: DD-AR-21-072

Issue date: 3/17/2022

Topic: Developmental Disabilities

Due date:

Subject: SB 710 Quarterly Report

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All ODHS Employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging: {Select type} | <input type="checkbox"/> Health Services |
| <input 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 checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (please specify): <u>Children's residential and host home provider agencies</u> |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Update 10/29/2021: Quarterly Report updated to allow multiple selections in drop-down menus.

Update 3/17/2022: Updates to Quarterly Report template include new instructions; adding biological gender, gender identity, and home capacity fields; adding setting name and moving the setting address section to the bottom of the form. Clarification on what is personally identifiable information. Clarification on reportable injuries. Report due dates.

Action required:

Beginning September 1, 2021, all Children's 24-Hour Residential and Host Home agencies must collect the data identified in this transmittal. The data must be submitted to ODDS.ChildrensResidentialReferrals@dhs.ohio.state.gov in a quarterly report via secure email using this link:

<https://secureemail.dhs.ohio.state.gov/securereader/init.jsf?brand=d0c67197>. The first quarterly report (<https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/Transmittals/21072-SB710-Quarterly-Report.xlsm>) for data

collected during the period beginning 09/01/21 and ending 12/31/21 is due on February 1, 2022. **This report must be made available to the public upon request and posted on the agency's website, if the agency has a website.** Additionally, if the agency has any sites that serve five or more children, site-specific data must be made available to the public and posted on the agency's website if the agency has a website. All **publicly posted data** must ensure that any personally identifiable information is redacted. **Personally identifiable information includes the child's race, ethnicity, age, biological gender, gender identified, migrant status, primary language, and whether they use augmentative communication.**

Data Required for Quarterly Reports submitted to ODDS:

- (a) The total number of incidents involving restraint.
- (b) The total number of incidents involving involuntary seclusion.
- (c) The total number of involuntary seclusions in a locked room.
- (d) The total number of rooms available for use by the program for involuntary seclusion and a description of the dimensions and design of the rooms, **if applicable.**
- (e) The total number of children in care placed in restraint.
- (f) The total number of children in care placed in involuntary seclusion.
- (g) The total number of incidents that resulted in reportable injuries **to children in care.**
- (h) The number of children in care who were placed in restraint or involuntary seclusion more than three times during the preceding three-month period and a description of the steps the program has taken to decrease the use of restraint and involuntary seclusion. **Note: If 3 or less restraints, only mark 3 or less restraints.**
- (i) The number of incidents in which an individual who placed a child in care in a restraint or involuntary seclusion was not trained, as required by the department by rule, in the use of the type of restraint or involuntary seclusion used.
- (j) The demographic characteristics of the children in care who the program placed in a restraint or involuntary seclusion, including race, ethnicity, gender, migrant status, English proficiency, and use of augmentative communication device. ~~and status as economically disadvantaged. unless the demographic information would reveal personally identifiable information about an individual child in care.~~

Quarterly Report Template and Redacted reports submitted by ODDS can be found at: <https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/Pages/index.aspx>.

Due Dates for Quarterly Reports: Due 7 days after the end of the quarter

- FY22 Quarter 2 (January 1-March 31) Due April 7, 2022
- FY22 Quarter 3 (April 1-June 30) Due July 7, 2022
- FY22 Quarter 4 (July 1-September 30) Due October 7, 2022

- FY23 Quarter 1 (October 1-December 31) Due January 6, 2023

Reason for action:

This is a requirement of Senate Bill 710 (2021 Oregon Law, Chapter 672) that took effect on September 1, 2021. The enrolled Senate Bill can be found here:

<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/SB710/Enrolled>

Communication/training:

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@dhsosha.state.or.us.

The Monthly Transmittal Reviews are held the second Wednesday of every month at 2 pm using the Zoom platform. Please register in advance for these meetings:

<https://www.zoomgov.com/meeting/register/vJlsc-qvqD8iGURx5OQk8TAdIS6Arg9ZAf4>

After registering, you will receive a confirmation email containing an appointment and information about joining the meeting. American Sign Language (ASL) and live captioning will be provided. To request other accommodations or languages, please send an email to ODDS.Questions@dhsosha.state.or.us at least three business days prior to the meeting.

Field/stakeholder review: ☐ Yes ☒ No

If yes, reviewed by:

If you have any questions about this policy transmittal, contact:

odds.childrensresidentialreferrals@dhsosha.state.or.us