

Information Memorandum Transmittal Developmental Disabilities Services



UPDATED

Caitlin Shockley

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Number: DD-IM-23-033

Issue date: 11/21/2024

Topic: Developmental Disabilities

Due date:

Subject: Incident Management Team (IMT) Technical Assistance Call-In **(Updated)**

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

Message:

This transmittal has been updated to include Technical Call In Dates scheduled for 2025. All 2024 Technical Call In information has been removed from this IM.

The Office of Developmental Disabilities Services (ODDS) has scheduled a series of technical assistance call-in opportunities via the Zoom platform for Case Management Entities (CMEs) to participate in. These calls-ins are for CME staff to ask questions pertaining to the Incident Management Team (IMT) report and requirements. They will be held prior to the quarterly submission deadline.

ODDS encourages CME staff who participate in the IMT process at the local level, and/or who assist in completing the IMT report for their CME to join the call-ins.

To send questions in advance, please email questions to imt.submissions@odhsoha.oregon.gov with the subject line titled "IMT Technical Assistance Call".

Please see below for dates, times, Zoom links and call-in information.

2025 Scheduled IMT Technical Call In Dates below. All Call Ins below will use the same Zoom link.

Date: Wednesday April 16, 2025

Time: 11:00 a.m. – Noon

Where: Join by [Zoom](#)

Date: Wednesday July 16, 2025

Time: 11:00 a.m. – Noon

Where: Join by [Zoom](#)

Date: Wednesday October 15, 2025

Time: 11:00 a.m. – Noon

Where: Join by [Zoom](#)

Date: Wednesday January 14, 2026

Time: 11:00 a.m. – Noon

Where: Join by [Zoom](#)

2025 IMT Technical Call In Zoom Link:

<https://www.zoomgov.com/j/1610631608?pwd=7Ba0pl87tWeLde6vMNIA0UEBZFUqeL.1>

Meeting ID: 161 063 1608

Passcode: 505826

One tap mobile

+16692545252,,1610631608# US (San Jose)

+16468287666,,1610631608# US (New York)

Dial by your location

• +1 669 254 5252 US (San Jose)

• +1 646 828 7666 US (New York)

Meeting ID: 161 063 1608

Find your local number: <https://www.zoomgov.com/u/ael2E4az7P>

Training/communication plan:

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to odds.questions@odhsoha.oregon.gov.

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@odhsoha.oregon.gov at least three business days prior to the meeting.

If you have any questions about this information, contact:

Contact(s): Chelsea Randall

Email: IMT.Submissions
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