

# Policy Transmittal Developmental Disabilities Services



**UPDATED**

**Number:** DD-PT-23-057  
**Issue date:** 12/21/2023

Anna Lansky  
**Authorized signature**

**Due date:**

**Topic:** Developmental Disabilities

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
  Manual update   
  Other:

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

- |   |  |
|---|--|
| <input type="checkbox"/> All DHS 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 type="checkbox"/> ODDS Children’s Residential Services           |  |
| <input type="checkbox"/> Child Welfare Programs                         |  |

<b>Policy/rule title:</b>	In-home Hours Maintenance of Effort Worker Guide		
<b>Policy/rule number(s):</b>		<b>Release number:</b>	
<b>Effective date:</b>		<b>Expiration date:</b>	
<b>References:</b>			
<b>Web address:</b>	<a href="https://www.oregon.gov/odhs/providers-partners/idd/workerguides/wg-ihh-maintenance-of-effort-period.pdf">https://www.oregon.gov/odhs/providers-partners/idd/workerguides/wg-ihh-maintenance-of-effort-period.pdf</a>		

**Discussion/interpretation:**

Updated:

- Added clarification that the most recent ANA/CNA sets the minimum service level; it may not have occurred in 2023 as implied in the original.

- Edited to show that the description of mid-year changes in service groups applies only after the ISP renews in 2024.
- Added information about how changes in age affect service group assignment.
- Added information about the duration of staffing ratio exceptions.

ODDS released a new worker guide related to Oregon’s maintenance of effort obligations related to the American Rescue Plan Act. When the state of Oregon accepted funds under the federal ARPA, Oregon agreed not to reduce access to services and spending on services until at least March of 2025. Additionally, Oregon made an agreement with the Centers for Medicare and Medicaid Services (CMS) that no individual’s in-home hours would be reduced because of transitioning to the Oregon Needs Assessment (ONA) service group (SG) framework for hour allocation until after March of 2025. These agreements are called Maintenance of Effort (MOE). This guide provides instructions and resources to transition to use service groups for in-home hours allocation while meeting the obligation of the MOE.

The guide can be found here: <https://www.oregon.gov/odhs/providers-partners/idd/workerguides/wg-ihh-maintenance-of-effort-period.pdf>

**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](mailto:ODDS.Questions@odhsoha.oregon.gov).

The Monthly Transmittal Reviews are held the second Wednesday of every month at 2 p.m. 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](mailto:ODDS.Questions@odhsoha.oregon.gov) at least three business days prior to the meeting.

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:** Worker Guide was posted to Engagements and Innovation for 10/17 -10/31/2023

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

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