

ODHS Child Welfare Division

Absent Day

The absent day is applicable when a child is absent from, and the plan is for the child to return to, the BRS program.

Examples include:

- Runaway
- Child in detention
- Home visit (after 8 days)
- Other: Overnight hospital stay, camp, etc.

-Child may not be out of the BRS Program in excess of 14 billable care days in a given month

The BRS Contractor (see OAR 410-170-0020) or BRS provider obtains authorization from the BRS client's caseworker (see OAR 410-170-0020) and the contract administrator. See OAR 416-335-0090 section 2 to bill the calendar day as an absent day.

To request an absent day service, the BRS provider completes the CF 0094 form: Absent Day Request and submits to:

brs.placementsupport@dhsosha.state.or.us

-The request must be submitted within 30 days from the dates for which the BRS contractor is requesting absent day payment.

- Please send form in active word format using subject line: Absent Day Request
- Providers are responsible for communicating the date child returned to program. Please email return date to:
brs.placementsupport@dhsosha.state.or.us

- The BRS Placement Desk will route request to BRS contract administrator for the needed approvals
- Once approvals are received, the BRS Placement Desk will enter the service information into the OR-Kids database and send the finalized CF 0094 form to provider, caseworker, and contract administrator.