Oregon Department of Human Services

Oregon Project Independence

Monthly Power Hour

Meeting will begin at 2:05pm

OPI Power Hour 11/17/2022

OPI Information and Updates

Presenter:
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ADRC
Aging and Disability Resource Connection of OREGON

Oregon Department of Human Services
AGING & PEOPLE WITH DISABILITIES

Topics today include:

- Transmittals
- General Reminders
- 1115 Updates

APD-IM-22-096 PTC: Timekeeping Reminders Flyer

- AAA Types: A & B who use HCWs
- Use of the flyer is optional
- The flyer should not be used anytime a provider asks for assistance with OR PTC DCI
- The flyer can be used when providers are asking staff to enter time for them

APD-IM-22-097 PTC: Login Security in OR PTC DCI

- AAA Types: A & B who use HCWs
- Login credentials for OR PTC DCI must not be shared except for a shared payroll account.
- Staff members must not login using the provider's credentials.
- Consumers and consumer employer representatives must not log into a provider's account to claim time.

APD-IM-22-097 PTC: Login Security in OR PTC DCI (continued)

- There are no exceptions to this policy.
- If staff discover that login information is being shared (between the provider and consumer and/or consumer employer representative) inform the provider that this is a security violation and cannot continue.
- If staff discover additional violations, a provider termination referral (DHS2680) should be sent to: HCW.Terminations@odhsoha.oregon.gov

APD-IM-22-113 PTC: Landline and Internet Service Assistance Programs

- AAA Types: A & B
- Available landline and internet assistance programs for consumers or providers
  - Supplemental Communication Allowance
  - Oregon Lifeline
  - Tribal Lifeline
  - Tribal Link Up
  - Affordable Connectivity Program

APD-AR-22-047 Employer Resource Connection (ERC) Referrals

- AAA Types: A & B
- ERC referrals should be sent via secure email directly to the ERC contractor in your area.
- See the ERC website for the list of contacts.

APD-PT-22-027 CMS Agreement Signature Requirements - Update

- AAA Types: A & B

Ability to accept alternative signatures when a written signature is not possible.

Alternative signatures include:

- Electronic signatures
- Authorizations through e-mail (i.e., the individual/representative agrees to the document received electronically, but does not sign the actual document)

Alternative signatures do not include:

- Verbal authorizations
- Text message authorizations

APD-PT-22-027 CMS Agreement Signature Requirements - Update (continued)

Alternative signatures will only be accepted when staff are able to reasonably verify that the individual/representative has agreed to the document.

- Staff may verbally confirm with the individual/representative it was signed by the individual/representative
- Authorizations shared by email will only be accepted when the email is sent securely - Staff should send a secure email to the individual/representative who can then respond securely
- Authorizations received from an email address that was previously confirmed to be from the correct individual/representative do not require additional verification

General Reminders

- Reassessments should be completed in-person
  - COVID screening questions can be asked prior to the visit
- Signatures are required on forms unless the criteria is met for alternative signatures
- Confirm consumer mailing address information in OA

What happens when my consumer is hospitalized or out of the home?

- Providers cannot be authorized to work when a consumer is not in the home
  - HCWs and IHCAs are subject to Medicaid fraud if they work when a consumer is not in the home
- Sample Narration: HCW called to say that when he arrived to start his shift today, a neighbor informed him that Mr. X was taken to the hospital last night via ambulance. CM told the HCW that they are not authorized to work until Mr. X returns home and they will receive further information and documentation when they are authorized to resume OPI hours. CM ended service plan with HCW effective 11/16/22 (the date the consumer left the home) and sent a 4105 to HCW prorating their hours to 6 hours for this current pay period beginning on 11/6/22 and ending on 11/16/22.

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Homecare Worker Notice of Authorized Hours and Services

DHS Oregon Department of Human Services
AGING & PEOPLE WITH DISABILITIES

The action(s) listed below will be taken. If you have questions please call the local office. This notice must be provided to the homecare worker on or before the date of the action.

Sir HCW 123 Main Street Any city, OR 98765	Date: 11/17/22 Consumer-employer: Mr. X Program: OPI Case manager: Best CM Contact number:

☐	On _____ you are authorized to begin working _____ hours per pay period. Please ask your consumer-employer for a copy of the task list for detailed information about the tasks to be completed. (*Use to authorize a full pay period.*)
☑	For pay period 11/6/22 to 11/16/22 you are authorized to work 6 hours (*Use to authorize a pro-rated pay period.*)
☑	On 11/17/22 your hours for the above consumer-employer will be ***reduced*** to 0 hours per pay period.

1115 Demonstration Waiver Update

- Training has begun!
  - Module 1: Introduction to OPI-M/FCAP **available now**
  - Three live Q&A sessions were held, FAQs from the sessions will be posted on CM tools.
- “Soft launch” of existing OPI consumers will be delayed.
- Temporary rules are delayed pending CMS decisions.


QUESTIONS

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General OPI Policy Questions
OPI.Policy@dhsoha.state.or.us