

## **Limited APD License Information**

Thank you for your inquiry about the application requirements for a Limited License Adult Care Home in Multnomah County for an older adult or adult with disabilities. A Limited License Adult Care Home is required for all homes that provide residential care for compensation to only one specific individual who is not related to the Operator by blood, adoption, or marriage. Verification of a pre-existing relationship between the Operator and resident is required.

The home must be owned or leased by the Operator. The home must have working smoke detectors in all bedrooms, hallways, living areas, basements, and at the top of all stairways. Each level of the home must have an approved fire extinguisher (2A-10BC) mounted on the wall. The home must be adequate to meet the resident's basic needs and must be physically accessible to the resident.

All applicants must be able to demonstrate an understanding of the resident's care needs and be able to meet those needs. The Licensed Operator or an approved substitute caregiver must provide supervision 24 hours per day in the adult care home whenever a resident is present or is expected to be present in the home.

### **To apply for a Limited-APD License, all applicants must do all of the following:**

- Pass a Criminal Background Check Request (BCR). BCR is required for all subject individuals living in the home who are 16 years of age or older. (\$15.00 fee for prospective operator and each family member not providing care, and \$25.00 fee for each back-up caregiver). MUST apply in person on Wednesday from 8am to 4pm at the Multnomah County East Building located at 600 NE 8<sup>th</sup> St Suite 100/Room 10 in Gresham, OR 97030. Or by appointment by calling 503-988-3000.
- Pass English Competency Test and attend New Operator Orientation; to register please, call (503)-988-3000.
- Complete Fire and Safety Video certification by visiting the following website: <http://safeafhcare.org/>
- Obtain current CPR and First Aid Certification; submit a copy with your application.
- Call (503)-988-3000 to request a Limited License Adult Foster Home Application.
- Submit a completed application with the required \$60.00 application fee.

**Note:** You will be required to complete a Medication Management and Emergency Preparedness class within the first year of your license.

Applicants wishing to open an adult care home outside of Multnomah County can call the Oregon Department of Human Services at (503)-945-6403.

