

Adult Care Home Program Newsletter

February 2024

Updates From the ACHP Program Manager

Dear Providers,

I'd like to share a few updates with you, which we covered in last month's virtual provider meeting:

Medicaid Room and Board Rates: As of January 1, 2024 the room and board portion of the Medicaid payment has been set at \$733 per month.

ACHP Care Home Conference: Due to division-wide budget cuts, the ACHP will not be holding a conference in 2024.

A good way to get your annual required CEUs is by attending the ACHP in-person provider meetings. You can usually earn three CEUs per meeting.

Last year's conference relaunch was a success and my vision for the conference is to hold it every other year, budget allowing.

ODHS Surveys: Many of you completed the PSU survey, which was due at the end of January.

Two more surveys need your attention in February: the APD-ODDS Rate and Wage Survey, and a survey from the state's Office of Aging and People with Disabilities.

You'll find more information about these two new surveys in this newsletter.

I know many of you have questions about Senate Bill 99, and I will update you as soon as we have final details about requirements.

Steven Esser
ACHP Program Manager

APD-ODDS Rate and Wage Survey

A survey on Medicaid reimbursement rates should be in your email inbox now. This email is from Burns & Associates, a division of Health Management Associates.

All operators should fill out the PDF survey attached to the email and return it promptly.

The Oregon Department of Human Services (ODHS) created this survey to collect crucial data. This data will be used to advocate for effective Medicaid-funded reimbursement rates for services and supports.

This survey is an essential step in evaluating reimbursement rates.

The rate and wage study is the result of direction provided during the 2023 Oregon Legislative session. A report about study results will be provided to the Joint Committee on Ways and Means or Emergency Board by the end of September 2024.

The first phase of this project began last year when the state's Office of Aging and People with Disabilities (APD) and Office of Developmental Disabilities Services (ODDS) established work groups to help inform the study process.

If you have questions, contact Regan Sheeley, ODHS operations and policy analyst, at regan.sheeley@odhs.oregon.gov.

Caregiver Workbook and Certificate Requirements

Operators with APD or MHA residents must keep completed workbook certificates on file for all of their caregivers. Caregivers must review the Caregiver Preparatory Training Study Guide and complete the Caregiver Preparatory Training Workbook. Care home operators must keep workbook certificates on file for all their staff. (MCAR 023-090-455 [2])

- If a caregiver has completed the workbook at one adult care home, and starts working at a different home, the certificate may be transferred to the new home.
- Operators are not allowed to fill out the workbook for their staff. This is considered falsifying records and operators may face a fine. Caregivers must review the study guide and complete the workbook themselves.
- If a staff member has completed the APD Ensuring Quality Care training, they are not required to complete the caregiver workbook. (MCAR 023- 070-635)

The caregiver study guide and workbook can be found in the section Caregiver Requirements at [Basic Training and Qualifying Tests](https://multco.us/adult-care-home-information/basic-training-qualifying-tests)
multco.us/adult-care-home-information/basic-training-qualifying-tests

Please be aware that the study guide and workbook do not reflect current rules about Home and Community-Based Services or individual-based limitations.

The Oregon Department of Human Services is updating the study guide and workbook to reflect new rules. The ACHP will share the updated versions when they are available.

Required Training Due in March: Home and Community-Based Services

All APD providers, staff and volunteers in APD homes, or homes serving APD residents, must complete Home and Community-Based Services training by March 31, 2024.

I/DD and MHA operators and their staff are not required to take the training at this time, unless the home also serves an APD resident.

When you and your staff have completed the training, submit all certificates in one file to the ACHP. Certificates can be emailed, faxed or dropped off in person at the ACHP office.

Register now for [Home and Community-Based Services and Settings and Individually-Based Limitations](https://oregoncarepartners.com/app/#/class-details/3430)
oregoncarepartners.com/app/#/class-details/3430

Each provider will need to create or have their own individual account with Oregon Care Partners in order for the training certificate to reflect their name.

The training covers Home and Community-Based Services rights and protections. It also helps adult care home staff understand individually-based limitations and how to prepare a request for an individually-based limitation.

Your licensor's first licensing support visit in 2024 will focus on Home and Community-Based Services.

Download Fax Cover Sheet

We recommend using a fax cover sheet when sending faxes to the ACHP. Faxes received without a cover sheet may not reach their destination. Find the fax cover sheet at:

[Record Keeping Forms](https://multco.us/adult-care-home-information/record-keeping-forms)
multco.us/adult-care-home-information/record-keeping-forms

Training and Support

Most sessions offered via webinar.

*To register call 503-988-3000 or email
advsd.adult.carehomeprogram@multco.us.*

Specify the training name and date.

Orientation Required for operator, resident manager and shift manager applicants.

Date: Tuesday, February 6

Time: 9 a.m. – 3 p.m. (Sign-on 8:50 a.m.)

Cost: \$55

In-Person Provider Meeting

Topic: High Risk Medication

Date: Wednesday, February 28

Time: 1 – 4 p.m.

Cost: \$30 (3 CEUs)

Location: Chinook Room,
600 NE 8th St., Gresham, OR 97030

First-year required trainings for operators, resident managers and shift managers:

In-Person Record Keeping Part B, Medication Mgmt

Dates: Thursday, Feb. 8, 9 a.m. – 2:30 p.m.

Location: Sharron Kelley Room,
600 NE 8th St., Gresham, OR 97030

Monday, February 26, 9 a.m. – 2:30 p.m.

Location: Gresham Library,
385 NW Miller Ave. Gresham, OR 97030

Cost: \$30 (3 CEUs)

Registration is full through April.

Emergency Preparedness Planning

Date: Tuesday, February 13

Time: 9 a.m. – 12:30 p.m. (Sign-on 8:50 a.m.)

Cost: \$30 (3 CEUs)

Honoring Diversity

Date: Tuesday, February 20

Time: 9 a.m. – noon (Sign-on 8:50 a.m.)

Cost: \$30 (3 CEUs)

Record Keeping Part A

No class in February

Short Survey to Develop New APD Resources and Trainings

The Office of Aging and People with Disabilities is developing resources to support state adult foster home providers. Multnomah County adult care home providers will also find many of these resources helpful.

Multnomah County adult care home providers are encouraged to fill out a short online survey to help the state develop these resources. Resources could include live webinars, videos with expert guidance and online information.

The state needs input from providers to prioritize topics that will most interest you. Proposed topics include financial management, how to avoid common citations, conflict de-escalation strategies, and person-centered service planning.

Find a link to the three-minute survey in the digital version of the February newsletter.

Complete the survey by Friday, February 9.

Email questions to:

APD.PopulationHealth@odhsoha.oregon.gov.

New Employment Verification FAQ for Adult Care Home Applicants

Adult care home applicants can find more information about employment verification at:

[How to Become an Adult Care Home Operator](#)

multco.us/adult-care-home-information/how-become-adult-care-home-operator

COVID-19 Information for Providers:

multco.us/adult-care-home-information/covid-19-information-adult-care-home-providers