

Adult Care Home Program Newsletter

November 2022

Letter from the ACHP Program Manager

Dear Providers,

If you have attended either of the last two provider meetings, you have had a chance to meet the ACHP's RN, Bill White. Bill's position has been funded by the The American Rescue Plan Act of 2021 ("ARPA"). The position is designed to offer education and support utilizing an equity lens focussed on obstacles to health and well-being.

The 2018 Oregon's State of Health Assessment identifies the following categories as determinants of overall health:

- Social conditions (employment, education),
- Environmental factors (air, water, housing, transportation),
- Prevention and health promotion behaviors and policies (tobacco and alcohol use, access to healthy foods), and
- Communicable disease control (e.g. transmissible diseases, health-care associated infections).

When viewed through the lens of these determinants, health inequities can be seen as "the voice of the underserved in Oregon's communities."

In keeping with the focus of Bill's position, Provider Meeting CEU topics are based upon the health determinant categories described above. November's topic will be about "Constipation," the second topic within what is considered the "Fatal Four" in the I/DD community; those which have a high likelihood of leading to fatality if not managed properly. See below for the date of this month's virtual Provider meeting to keep yourself informed.

ACHP Program Manager
Steven Esser

Just Ask

Question: Which hours of the day are considered "working time" or time that I would need to pay an employee for?

Answer: MCAR 023-070-850 states, "Operators shall compensate providers in compliance with all applicable provisions of federal and state wage and hour laws." OAR 839-020-0004 (19), the Oregon Bureau of Labor and Industries (BOLI), states, "Unless a specific exemption applies, employees must receive at least the minimum wage for all hours worked." "Hours worked" is defined as, "all hours for which an employee is employed by and required to give to the employer and includes all time during which an employee is necessarily required to be on the employer's premises, on duty or at a prescribed work place, and all time the employee is suffered or permitted to work." Additionally, OAR 839-020-0040 states: "Work requested or required is considered work time. Work not requested, but suffered or permitted is considered work time. Work performed for the employer but away from the employer's premises or job site is considered work time. If the employer knows or has reason to believe that work is being performed, the time spent must be counted as hours worked."

For more info, go to: [BOLI Paid Time](https://www.oregon.gov/boli/workers/pages/paid-time.aspx) webpage <https://www.oregon.gov/boli/workers/pages/paid-time.aspx>

Question: What is the Paid Leave Oregon law?

Answer: Paid Leave Oregon is a new program that will provide paid leave to most employees in Oregon. On January 1, 2023, employees and employers will begin paying into the program through a new payroll tax. In September 2023, employees can start applying for benefits for qualifying circumstances. Check out [Paid Leave Oregon](https://paidleave.oregon.gov/Pages/default.aspx) on their webpage for more information. <https://paidleave.oregon.gov/Pages/default.aspx>

New ACHP Staff Members!

The ACHP is proud to welcome new staff to the program

Jennifer Dunlap, ACHP Data Analyst

Jennifer (she/her) graduated from Oregon State University last year with a Master's Degree in Epidemiology. She was an intern at OHA Environmental Health Division and after graduation, she worked as an epidemiologist at Marion County with the COVID team. She is very excited to be joining the ACHP team!

Jennifer and her husband are new homeowners, so lately all their energy has been going into home improvement projects! She is also an animal lover, with two cats and a dog.

Luis Garcia, ACHP Licensor

Luis Garcia (he/him) was born in Mexico City and moved to the United States at the age of 15-years old. Luis is Spanish bilingual/bicultural. He worked with the State of Oregon for six years in various roles (Office Specialist 2, Case Manager 1, and Case Manager 2) and transitioned to Multnomah County as a Senior Case Manager almost three years ago. Luis is looking forward to continuing assisting Oregonians to the best of his abilities in his new role as an ACHP Licensor.

Jennifer Freda, ACHP Licensor

Jennifer (she/her) has worked in social services her entire career and is glad to be in this new role working with Providers to create safe and supportive homes for aging and disabled Oregonians. In her free time, she loves reading and being in the woods or at the ocean

Judy Bergenske, ACHP Licensor

Judy (she/her) has been with Multnomah County for four years working as a case manager, and prior to coming to the ACHP, as an investigator with the Adult Protective Services Team. Before coming to the county, she worked for the State of Oregon's Self Sufficiency Program and as a Supervisor with the CASA Program. Judy loves the outdoors, including camping, hiking, and water sports.

New ACHP Staff, continued

Donna Jezierski, ACHP Licensor

Donna (she/her), originally from the Midwest, has lived in Portland since 1997 and has been working in social services for over 20 years. She has a Masters Degree in Art Therapy and has worked as a mental health therapist, a program director managing group homes for people with Developmental Disabilities, and an I/DD case manager. She is excited to expand her knowledge and skills as an Adult Care Home Licensor. She is married and the mother of six-year-old twin boys, who are very energetic and keep her busy along with a dog, a cat, and a couple of chickens. She enjoys spending time with her family, British television, Timbers games, being creative, and spending time outdoors going to parks and beaches."

November is Native American Heritage Month

Join the ACHP in celebration.

- [10 Ways to Celebrate Native American Heritage Month](#) - Join Google Arts and Culture in collaboration with the Smithsonian National Museum of the American Indian in an exploration of the histories, arts, and cultures of Indigenous communities across the Americas. This is a beautifully rendered interactive resource. Click on the underlined links to explore each section further.

<https://artsandculture.google.com/story/10-ways-to-celebrate-native-american-heritage-month/GAUhe-CUIT6IPQ?hl=en>

- [40 Best Native American Authors to Read in 2022](#) - The Discovery blog highlights 40 Native American authors you can check out in November and anytime.

<https://reedsy.com/discovery/blog/native-american-authors>

Many of these books are available through the [Multnomah County Library](#) in a variety of formats (standard book, ebook, audiobook, large print, etc.). <https://multcolib.org/>

Training and Support

All sessions offered via webinar.

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

Specify the training name and date.

Provider Meeting - Monthly provider meetings cover a variety of topics and CEUs are offered for those with paid registrations.

Next meeting: Wednesday, 11/16/22

Time: 1:00-3:00 (sign in no later than 1:05)

Cost: \$10 per CEU

Emergency Preparedness Planning -

Required for Operators, Resident Managers, & Shift Managers

Date: Wednesday, 11/16/22

Time: 9:00 am - 12:30 pm (Sign-on 8:50 am)

Cost: \$30

Orientation - Required for Operator, Resident Manager, and Shift Manager applicants.

Date: Tuesday, 11/1/22

Time: 9:00 am - 3:00 pm (Sign-on 8:50 am)

Cost: \$55

Record Keeping Part A, Screening and Care Planning -

Required for APD and MHA licensed Operators, Resident Managers, and Shift Managers.

Date: Thursday, 11/10/22

Time: 9:00 am - noon (Sign-on 8:50 am)

Cost: \$30

Record Keeping Part B, Medication Mgmt -

Required for Operators, Resident Managers, and Shift Managers within the first year of licensure or role approval.

Dates: Thurs, 11/3/22 & Wed, 11/23/22

Time: 9:00 am - 12:30 pm (Sign-on 8:50 am)

Cost: \$30

Honoring Diversity - Required for Operators, Resident Managers, and Shift Managers within the first year of licensure or role approval.

Date: Tuesday, 11/8/22

Time: 9:00 am - noon (Sign-on 8:50 am)

Cost: \$30

COVID-19

Masks continue to be required in ACHP licensed adult care homes. Staff who live outside the home and any visitors must wear masks when inside the ACH.

Vacation Reminders

Late fall and early winter are common times for folks to take vacation. If you are planning a vacation, remember to follow these requirements.

An approved [Vacation-Absence from the Home form](#) is required any time the Operator or Resident Manager will be out of the home, or not present to oversee daily operation of the home, for a continuous 72-hour period.

<https://multco-web7-psh-files-usw2.s3-us-west-2.amazonaws.com/s3fs-public/3.3%20Absence%20-Vacation%20from%20the%20Home%201-16-2017.pdf>

The form must be submitted to the ACHP at least seven business days prior to such absence and must include:

- The name of a Back-Up Operator or Resident Manager (not currently a provider in the Operator's home(s)) who will oversee and monitor the ACH during the Operator's or Resident Manager's absence,
- A temporary Operating Plan that includes the name(s) of qualified caregiver(s) who will live in the home and be responsible for providing direct care in the home, any back-up caregivers, and verification of the caregiver(s) qualifications.

The request must be approved by the ACHP. You can expect a response within 72 hours of the program's receipt of the Vacation/Absence from Home request. If the request is not approved, the Operator or Resident Manager will not be eligible to be away from the home.

Please refer to MCAR 023-070-830 for more information.



Department of County Human Services

M198

Multnomah County Oregon
Department of County Human Services
Adult Care Home Program
209 SW 4th Ave, Suite 650
Portland OR 97204

RETURN SERVICE REQUESTED

PRSR STD
US POSTAGE
PAID
PORTLAND OR
PERMIT NO
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