

Cathy Cooper

**Authorized Signature**

**Number: SPD-AR-05-077**

**Issue Date: 11/09/2005**

**Topic: Adult Foster Home Licensing**

**Due Date:**

**Subject:** On-Line SPD Adult Foster Home Training – Ensuring Quality Care

**Applies to (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees             | <input type="checkbox"/> County Mental Health Directors |
| X Area Agencies on Aging                               | <input type="checkbox"/> Health Services                |
| <input type="checkbox"/> Children, Adults and Families | X Seniors and People with Disabilities                  |
| <input type="checkbox"/> County DD Program Managers    | <input type="checkbox"/> Other (please specify):        |

**Action Required:**

Portland Community College through its Distance Learning Program is now offering the Ensuring Quality Care (EQC) basic training for prospective adult foster home providers and resident managers. Interested parties should be referred to [fspraggi@pcc.edu](mailto:fspraggi@pcc.edu). Local licensers who receive applications from individuals who completed the training on- line should:

- Contact Florence Spraggins at (503) 731- 6628 to verify the applicant's successful completion of the class;
- Conduct a personal interview with the applicant to explain the Department's expectation for appropriate care and services and the importance of maintaining compliance with the applicable Oregon Administrative Rules;
- Confirm that the applicant is in possession of a current EQC manual;
- Administer the Department's EQC examination.

**Reason for Action:**

Portland Community College is now offering the Ensuring Quality Care (EQC) class on-line. The availability of the class is dependent upon having an adequate number of participants. Completion of the on-line class will meet the Department's basic training requirement for new Adult Foster Home provider and resident manager applicants.

**Field/Stakeholder review:** Yes  No

**If yes, reviewed by:** Operations Committee

*If you have any questions about this action request, contact:*

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