

Cathy Cooper
Authorized Signature

Number: SPD-AR-10-052
Issue Date: 6/16/2010

Topic: Developmental Disabilities

Due Date: 7/1/2010

Subject: Enrollment of new clients into Support Service Brokerages

Applies to (check all that apply):

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

Action Required: For the period of July 1st, 2010 through September 30th, 2010, specific number of new enrollments has been assigned to each Support Service Brokerage and, for this same time period, a criteria for prioritizing access has been developed. The numbers of enrollments will be provided to you under a separate communication.

The new enrollment numbers do not include “backfill enrollments” due to attrition or any new enrollments needed to complete the maximum capacity assigned to each brokerage as of June 30, 2010.

The order of priority for all new enrollments, regardless of status (e.g. backfill enrollments) is as follows:

1. People already enrolled in brokerage services that are transferring from another brokerage;
2. Individuals turning 18 and currently enrolled in CIIS or long-term family support services (DD151) and eligible for adult support services;
3. Individuals who, based on the order of their eXPRS documented request date for adult support services, were over the 90-day timeline as of June 30, 2010;
4. Individuals who, based on the order of their eXPRS documented request date, will be over the 90-day before September 30, 2010, if not enrolled into brokerages; and
5. All others based in order of their documented request dates.

The enrollment targets are based on information gathered in April and May and should be sufficient to comply with the expectations of the Staley settlement agreement. However, should there be concerns in this regard we will need to hear them as quickly as possible so we can address possible solutions.

Community Developmental Disability Programs (CDDP's) are still required to refer to Brokerages, based on the existing guidelines, all eligible individuals wanting adult support services. CDDP's are also required to document the individual's request date in eXPRS.

The action above is intended only to guide actual enrollments for the designated period. The desired outcome with this brokerage enrollment plan is to address concerns for immediate compliance with the Staley settlement agreement as SPD addresses the long-range plans for meeting the projected ongoing needs for this service.

Reason for Action: See above.

Field/Stakeholder review: Yes No

If yes, reviewed by:

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

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|--------------------|--|-------------|--------------|
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| E-mail: | Mike.j.maley@state.or.us | | |