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Number: APD-AR-16-043

Issue date: 6/17/2016

Topic: Developmental Disabilities

Due date: 9/1/2016

Subject: Use of ANA for Supported Living and SE54 Attendant Care

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"/> Aging and People with Disabilities | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children's Residential Services | <input checked="" type="checkbox"/> Other (please specify): Service Coordinators, Supported Living Provider Agencies |
| <input type="checkbox"/> Child Welfare Programs | |

Reason for action:

On 9/26/2014 Oregon Developmental Disabilities Services (ODDS) released [APD-AR-14-046](#): Implementing ANA results for Supported Living Services which began using the Adult Needs Assessment (ANA) to determine the service level for individuals choosing Supported Living services. The service level determined by the ANA is then used to create the Supported Living Budget. Individuals may request their service level be reviewed through the Funding Review process.

ODDS posted the following clarifying guidance in the [Office of Developmental Disability Services \(ODDS\) Provider FAQ](#) related to the use of the service level related to Supported Living and "Day Support Activities":

Q. We are concerned that an individual in Supported Living will not have enough daily support hours in the home if a portion is used for Day Support Activities. (edited for length and clarity)

A. If the individual has NOT had the ANA-B completed, AND has been receiving [DSA] prior to July, those hours may be added to the individuals plan on top of the ANA-A assessed hours per the transmittal PT-14-019. Once the ANA-B is completed, the DSA hours are included in the ANA hours. (edited for length and

clarity)

Q. If an individual in Supported Living has had an ANA version B completed, do the hours that an individual spends receiving service from a community or facility based attendant care provider need to be deducted from the ANA hours?

A. Yes, individuals receiving Supported Living services that have had an ANA version B should deduct the hours spent receiving community or facility based attendant care from their total available attendant care hours.

ODDS has been made aware that some Supported Living budgets may not reflect a deduction for the hours of DSA services chosen by the individual to meet their needs.

“DSA services” for someone enrolled in a Supported Living program are attendant care services funded through SE54 and are intended to meet the Activities of Daily Living, Instrumental Activities of Daily Living, and health related task needs assessed in the Adults Needs Assessment while promoting integration and social interaction outside of the individual’s home.

Supported Living services are a comprehensive service model where providers are paid a rate based on the service level of the individual. Supported Living providers must meet the needs of the individual.

Action required:

Service Coordinators must deduct the average monthly SE54 attendant care hours chosen by the individual to meet their needs from the ANA assessed service level prior to inputting the hours into the “Direct Support Wages” field on the Supported Living Budget tool for all new and renewing Individual Support Plans. By 9/1/2016 all existing Supported Living Budgets must be corrected to reflect a deduction for the average monthly SE54 attendant care hours being used by the individual. Individuals who have been granted an exception to the ANA assessed service level must use the ODDS approved hours as the service level.

Average monthly SE54 attendant care hours are determined by multiplying the average weekly SE54 attendant care hours by 4.2.

Examples:

Individual	Assessed Service Level	Average monthly SE54 attendant care	Hours in “Direct Support Wages” field
Jane	452 hours	106 hours	346 hours
Tom	730 hours	86 hours	644 hours

Employment service hours are not required to be deducted from the ANA assessed service level unless the total of assessed hours combined with the employment service

hours is greater than 730 hours (24 hours per day, 12 months per year). If the combined hours is greater than 730 the hours entered into the “Direct Support Wages” field on the Supported Living Budget tool must be reduced until the combined total with employment services is equal to 730 hours.

Examples:

Individual	Assessed Service Level	Average monthly Employment Services	Hours in “Direct Support Wages” field
Ryan	436 hours	106 hours	436 hours
Diane	730 hours	86 hours	644 hours

There may be some individuals who are receiving both attendant care and Employment Services through SE54... The SE54 attendant care hours must be deducted from the assessed service level and the combined total of the SE54 attendant care hours, the Supported Living service hours, and the Employment service hours must be less than 730.

Individual	Assessed Service Level	Average monthly SE54 attendant care	Average monthly Employment services	Hours in “Direct Support Wages” field
Tammy	484 hours	20 hours	86 hours	464 hours
Jake	730 hours	20 hours	86 hours	624 hours

ISP Updates:

Service Coordinators will need to contact individuals and ISP teams to determine if adjustments to the Supported Living Budget will require an ISP team meeting.

- If the individual is going to receive less support from the Supported Living provider the ISP must be updated to reflect the changes in the chosen services;
- If the individual is choosing to reduce the amount of SE54 attendant care hours they access the ISP must be updated to reflect the changes in the chosen services; or
- If the individual is going to continue to receive the same amount of support from the Supported Living provider and the SE54 attendant care hours remain the same an ISP update is not needed.

ISPs should continue to be updated as needs and chosen supports change including changes to average monthly SE54 attendant care hours being utilized by the individual. The Supported Living Budget should also be updated to reflect changes in average monthly hours deducted for SE54 attendant care.

Notice of Planned Action:

If the ISP is amended to reflect a lower amount of support from the Supported Living provider or fewer hours of SE54 attendant care being accessed a Notice of Planned

Action to the individual is required.

Field/stakeholder review: Yes No

If yes, reviewed by: ORA Members, CDDPs

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

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