

DeAnna Hartwig

Authorized Signature

Number: SPD-IM-08-031

Issue Date: 4/22/2008

Topic: Developmental Disabilities

Subject: Cost of Living Adjustments for Comprehensive In Home Support Services

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): County DD Service Coordinators |

Message: This Information Memorandum is to provide information and clarification on the implementation of Cost of Living Adjustments for individuals receiving DD 49 Comprehensive In Home Supports.

Allocations for Comprehensive In Home Support Services were increased for cost of living adjustments (COLA) effective July 1, 2007 by 2.1% and for the period of July 1, 2008 through June 30, 2009 by 2.1%, as approved by the 2007-2009 Legislative Assembly.

The increase was added through a Financial Assistance Award Amendment processed in August 2007. For individuals with designated DD 49 funds, COLA attributable to those individual rates were also designated.

Cost of Living Adjustments need to be applied to each individual's plan. This COLA must be applied to existing provider rates unless the COLA is declined by the provider. COLA is not applied to General Business Providers' rates. Individual plans need to be amended to reflect the manner in which the COLA is applied.

Individuals may choose to apply the COLA to the hourly rate of pay for domestic employee(s). With the application of the two COLAs effective July 1, 2008 the domestic employee rate range is changed to Minimum Wage to \$13.22 per hour plus tax. No variance is necessary as long as domestic employee(s) hourly rate of pay does not exceed \$13.22 per hour plus tax. The Rate Guidelines for Comprehensive In Home

Support Services will be updated in July 2008 to reflect the changes in rates as a result of the application of the second year COLA.

If you have any questions about this information, contact:

Contact(s):	Jessie Martin		
Phone:	503-945-9798	Fax:	503-373-7274
E-mail:	Jessie.m.martin@state.or.us		

COMPREHENSIVE IN HOME SUPPORT SERVICES RATE RANGES Effective 7/1/2008

Cat	Service Title and Description	Independent Provider		Provider Organization
		Individual Employed by Family	Independent Contractor ■	
FAMILY TRAINING	Family Training Training and counseling for a family to increase their ability to care for, support and maintain an individual with disabilities at home. Services provided by licensed psychologist, nurse, professional licensed to practice medicine, social worker, or counselor. Training and education related to information about disability, medical or behavioral conditions, care requirements, treatment regimens, or equipment specified in ISP.	A maximum of \$215.64 per event as needed and justified		
			\$53.91 - \$80.86 per hour	\$26.95 - \$59.30 per hour
IN HOME SUPPORT	In Home Support Services for the purpose of facilitating independence and integration by helping the individual to acquire skills to live as independently as possible in the family home or their own home.			
	1:1 Daily Living Assessment or Skill Training Time limited assistance to achieve a defined outcome related to a) identifying essential environmental supports, or b) increase skills to achieve greater independence in activities of daily living. Staff must have training expertise. The outcome of the service must include a report and plan for Daily Living Support implementation. Maximum Assessment and Training hours = 100 hours (Assessment 20, Training 80)		\$12.94 - \$32.35 per hour	\$15.63 - \$43.13 per hour
	1:1 Daily Living Support In home assistance with activities of daily living in the home (meal planning, shopping, bathing) Note: Some variability in rates may occur based upon negotiated strategies and support needs of person(s) in the home. For example the companionship exemption may be utilized or the hourly rate may be prorated if there is more than one person with disabilities receiving support in the home environment.	Minimum wage- \$13.22 per hour plus tax	\$12.94 - \$21.56 per hour	\$15.63 - \$24.80 per hour

COMPREHENSIVE IN HOME SUPPORT SERVICES RATE RANGES Effective 7/1/2008

Cat	Service Title and Description	Independent Provider		Provider Organization
		Individual Employed by Family ■	Independent Contractor ■	
TRANSPORTATION	<p>Non-Medical Transportation services that allows an individual to gain access to non-medical community activities, services and resources.</p> <p>IF NECESSARY WILL negotiate a per mile, per day, or per trip rate with organizations providing group or route based transportation to and from a work or facility site.</p>	Hourly wage for the category of service plus mileage (maximum \$0.404 per mile state rate).	Hourly wage for the category of service plus mileage (maximum \$0.404 per mile state rate).	Hourly wage for the category of service plus mileage OR Negotiated Rate
	<p>Respite Care short-term care and supervision for a person with disability in order to provide caregiver relief. Cannot be provided in order to allow caregiver to attend school or work.</p>	Hour	Minimum wage- \$13.22 per hour plus tax	\$12.94 - \$21.56 per hour
RESPITE	<p>Overnight (24 Hours)</p> <p><u>Note:</u> Respite Care is a category where there is a high degree of variability in rates based on negotiated strategies, as well as, the support needs of the person. The result may include rate payments below the stated minimums.</p> <p>For instance there may be bona fide exceptions to minimum wage or overtime payments or to the hours requiring payment based on federal and state law. Examples may be the use of a companionship exemption or how sleep time is compensated. Rates paid for respite care may also vary based on such factors as whether supports are provided in an individual or small group, or the person's home or a provider's setting.</p>	Minimum wage- \$168.20 Max. \$211.49	Min. \$129.38 Max \$215.64	Min. \$134.77 Max \$242.59

COMPREHENSIVE IN HOME SUPPORT SERVICES RATE RANGES Effective 7/1/2008

Cat	Service Title and Description	Independent Provider		Provider Organization
		Individual Employed by Family ■	Independent Contractor ■	
SPECIAL SUPPORTS	Specialized Supports Time limited services providing treatment, training, consultation or other services not available through the State Medicaid Plan. Supports include a) needs assessment, b) plan development, c) caregiver training, and d) plan monitoring and revision.			
	Behavior		\$53.91 - \$80.86 per hour	\$26.95 - \$59.30 per hour
	Social Sexual		\$52.91 - \$80.86 per hour	\$26.95 - \$59.30 per hour
	Licensed RN	\$23.72 - \$36.18 per hour	\$26.95 - \$59.30 per hour OR \$26.95 - \$37.74 per hour shift care	\$32.35 - \$64.69 per hour OR \$26.95 - \$59.30 per hour shift care
	Licensed LPN	No Independent rate requires RN supervision		\$21.56 - \$32.35 per hour OR \$19.41 - \$30.73 per hour shift care
	Aides			\$8.63 - \$10.78 per hour plus administrative overhead
	Delegating RN	\$26.95 per hour	\$26.95 per hour	\$26.95 - \$32.35 per hour

■ An individual, individual’s legal representative (if applicable), and or CDDP must carefully identify the existence of an employer-employee or independent contractor relationship and follow all relevant state and federal employment laws.

■ For further information on employment issues:

Copies of the OREGON BUSINESSSS GUIDE may be obtained from The Corporation Division of the Office of the Secretary of State. (503) 986-2222.

To receive more information on IRS publications (Circular E and the Guide to Household Employees are good ones) call toll free 1-800-829-3676, go to the web site: www.irs.ustreas.gov or contact your local IRS office.

The Oregon Bureau of Labor and Industry (BOLI) has a Technical Assistance Number: 1-503-731-4200, when the automated attendant comes on, press “4”.

The web address is: www.boli.state.or.us

For information on Oregon taxes, or to get the Combined Employer’s Registration contact: Oregon Department of Revenue (503) 945-8091
PO Box 14800, Salem, OR 97310