

Cathy Cooper

Authorized Signature
Number: SPD-IM-10-077

Issue Date: 10/4/2010

Topic: Developmental Disabilities

Subject: Regional Authorization Memos

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 type="checkbox"/> | Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> | County DD Program Managers | <input checked="" type="checkbox"/> | Other (please specify): SPD Regional Coordinators, SPD Contract Administration Unit, DD Regional Crisis Managers |

Message:

In a continued effort to eliminate work process inefficiencies, this is to inform the field that **EFFECTIVE October 1, 2010**, Regional Authorization Memos will no longer be required for funding approved through the DD Regional Crisis Diversion Offices for the purposes of funding SE50 (24 hour Residential Services) or SE58 (Foster Care Services), as long as a standardized supports assessment tool (SIS or SNAP) has been completed to determine the rate. However, the CDDP must submit a copy of the MCL/Crisis SIS Tier memo with the Contract Action Request Form and must indicate the capacity of the home. This information was formally provided on the Regional Authorization Memo and is still necessary for contracting.

Regional Authorization Memos will continue to be required for funding approved by the Regional Crisis Diversion Offices in the following service elements:

- SE49 (In Home Comprehensive Services for Adults)
- SE51 (Supported Living)
- SE53 (Transportation)
- SE54 (Employment/Alternative to Employment)
- SE57 (Special Projects)
- SE151 (Long Term Supports for Children)

If you have any questions about this information, contact:

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