

Aging and People with Disabilities

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Topic: Long Term Care

Subject: Oregon Home Care Commission Registry Changes - Homecare Choice

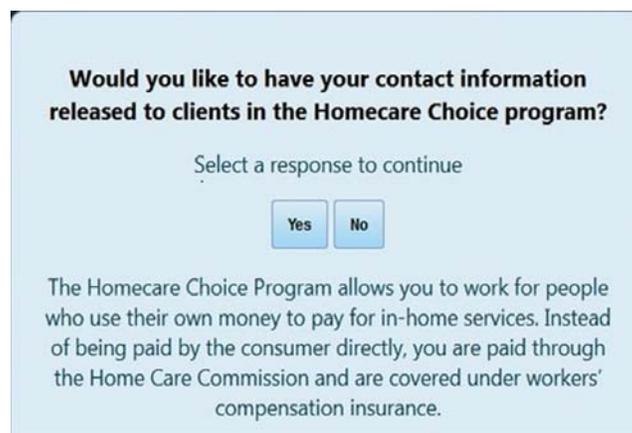
Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" 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 type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

Note: Local offices do not need to take any action as a result of the Registry changes. This is for informational purposes only.

Changes to the Oregon Home Care Commission's Registry have been made in order to implement the Homecare Choice Program. There is now a Homecare Choice tab on the Registry. When homecare (HCW) and personal support workers (PSW) log into the Registry for the first time, they will see the following message:



If the HCW or PSW selects “Yes” as a response, the Commission will contact the HCW or PSW directly to provide information about next steps. Local offices will not need to take an action, but may be asked questions about the program and enrollment process. Please direct HCWs and PSWs to contact the Homecare Choice Program at 1-844-494-4227 or via email at homecare.choice@state.or.us.

What steps must a HCW or PSW take to be enrolled in the program?

To be enrolled in the program, HCWs and PSWs need to:

- (1) Have and maintain an active Medicaid provider number;
- (2) Participate in an on-line orientation and pass a readiness assessment specifically for Homecare Choice and sign a Homecare Choice Program Provider Enrollment Agreement. The orientation can be found at ohcc-training.org and the enrollment key is HCP2015.
- (3) Select the specific services and activities he or she is willing to provide through the program. In addition to personal care and household tasks, providers in the Homecare Choice Program are able to assist with tasks not covered under Medicaid (i.e. pet care, running errands, and companionship). These services **only appear under the Homecare Choice** tab in the Registry.

Provider Number:	Access Status:	Approved To Work
Provider Name:	Registry Status:	Complete
Local Office:	Availability:	Available for Referral
DD-Child Approved:	Homecare Choice Status:	Unavailable - Orientation Needed

Personal Info	Availability	Preferences	Services	Homecare Choice	Schedule	Summary	Help Wante ▶
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Household Tasks	select all <input type="checkbox"/>	Willing	Experienced
Pet Care		<input type="checkbox"/>	<input type="checkbox"/>
Shopping		<input type="checkbox"/>	<input type="checkbox"/>
Running Errands		<input type="checkbox"/>	<input type="checkbox"/>
Light Housekeeping	select all <input type="checkbox"/>	Willing	Experienced
Cleaning surfaces and floors		<input type="checkbox"/>	<input type="checkbox"/>
Mopping		<input type="checkbox"/>	<input type="checkbox"/>
Cleaning dishes		<input type="checkbox"/>	<input type="checkbox"/>
Taking out the garbage		<input type="checkbox"/>	<input type="checkbox"/>
Dusting		<input type="checkbox"/>	<input type="checkbox"/>
Making the bed		<input type="checkbox"/>	<input type="checkbox"/>

- (4) Complete all the forms required by the fiscal intermediary (Public Partnerships, LLC) and use electronic timesheets to be paid and have taxes withheld and reported. Local offices will not create or process timesheets or payments.

What does “Unavailable-Orientation Needed” next to “Homecare Choice Status” mean?

Provider Number:		OAccess Status:	Approved To Work
Provider Name:		Registry Status:	Complete
Local Office:		Availability:	Available for Referral
DD-Child Approved:		Homecare Choice Status:	Unavailable - Orientation Needed

This information lets the HCW or PSW know that he or she must complete the orientation and readiness assessment to be available for referral in the Homecare Choice Program. This field does not impact referrals as a homecare or personal support worker and they do not need to retake HCW or PSW orientation.

What does “Unavailable-Enrollment Agreement Needed” next to “Homecare Choice Status” mean?

Provider Number:		OAccess Status:	Approved To Work
Provider Name:		Registry Status:	Complete
Local Office:	[9999] None	Availability:	Available for Referral
DD-Child Approved:	Yes	Homecare Choice Status:	Unavailable - Enrollment Agreement Needed
User Name:		Service Group:	Developmental Disabilities

This information lets the HCW or PSW know that he or she must return the Homecare Choice Provider Enrollment Agreement to be available for referral in the Homecare Choice Program. This field does not impact referrals as an HCW or PSW and does not refer to the Medicaid Provider Enrollment Application and Agreement.

What is different on the “Office Use” screen?

A section has been added for Homecare Choice staff. Local offices will not enter information into the fields in this section.

HomeCare Choice

HomeCare Choice Orientation Taken	<input checked="" type="checkbox"/> Date Taken:	<input type="text" value="3/23/2016"/>	
Homecare Choice Provider Enrollment Agreement Received?	<input type="checkbox"/> Date Received:	<input type="text"/>	

For more information about the Homecare Choice Program, please see the attached Fact Sheet. If local offices receive calls from individuals interested in receiving services through the program, please direct them to call the program at 1-844-494-4227 or visit the program’s website at www.homecare-choice.oregon.gov.

If you have any questions about this information, contact:

Contact(s):	Jenny Cokeley, Homecare Choice Program Manager		
Phone:	503-378-8190	Fax:	503-378-5886
Email:	jenny.e.cokeley@state.or.us		

Homecare Choice Program

Frequently Asked Questions



Background

Senate Bill 1542 directed the Oregon Home Care Commission to create a new program for people who use their own money to pay caregivers to help them at home. The intent of the bill was to provide another safe option for people to receive help at home by letting them hire a caregiver from the Commission's Registry.

Whom does the program serve?

The program serves people who want to choose and employ their own caregivers from the Registry, while meeting the legal requirements of being a household employer. They decide who they want to hire, the services they want to receive, how and when services are provided, and how many hours per week they would like someone to work.

How does an employer enroll in the program?

Individuals must complete a pre-screening to evaluate their ability and willingness to be an employer; complete a self-assessment; and pay the Commission in advance for services.

What services are available through the program?

- Personal care
- Household tasks
- Pet care
- Shopping and errands
- Transportation
- Companionship
- Medication assistance

What does the Commission do?

The Commission helps people hire, manage, and pay caregivers by connecting them to the Registry and a fiscal intermediary. The Commission also provides workers' compensation coverage, information and referral services, and tools and resources on how to be a successful employer.

Who is the fiscal intermediary and what do they do?

Public Partnerships, LLC ensures people meet the legal responsibilities of hiring their own caregivers by helping them complete tax forms, get an Employer Identification Number (EIN), issue timecards, pay caregivers, withhold and report payroll taxes, and issue W-2 statements.

What is the Registry?

The Registry is an online matching service that is available 24 hours per day, 7 days per week. It matches individuals with caregivers whose qualifications most closely match what the employer is looking for (services, training, languages spoken, CPF/First Aid certification, etc.).

How much does it cost to participate?

Participants pay \$22.12 per hour of service. This includes costs for:

- Caregiver wages, taxes, and workers' compensation coverage;
- Program staff wages, taxes, and benefits;
- Program services and supplies; and
- The use of a fiscal intermediary

What is the contact information for the program?

Phone: 1-844-494-4227

Email: homecare.choice@state.or.us

Website: www.homecare-choice.oregon.gov