

Cathy Cooper  


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**Authorized Signature**

**Number: SPD-PT-06-043**  
**Issue Date: 11/13/2006**

**Topic:** Long Term Care

**Transmitting (check the box that best applies):**

- New Policy   
  Policy Change   
  Policy Clarification   
  Executive Letter  
 Administrative Rule   
  Manual Update   
  Other: \_\_\_\_\_

**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 type="checkbox"/> Children, Adults and Families     | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers        | <input type="checkbox"/> Other (please specify):                         |

Policy/Rule Title:	Service plan hours for consumer advocates participating in statewide commissions and advisory groups		
Policy/Rule Number(s):	In-Home Support Services OAR 411, division 030	Release No:	
Effective Date:	11/01/2006	Expiration:	N/A
References:	SPD Published Rate Schedule <a href="http://www.dhs.state.or.us/policy/spd/transmit/pt/2006/pt06026.pdf">http://www.dhs.state.or.us/policy/spd/transmit/pt/2006/pt06026.pdf</a>		
Web Address:	<a href="http://www.dhs.state.or.us/policy/spd/rules/411_030.pdf">http://www.dhs.state.or.us/policy/spd/rules/411_030.pdf</a>		

**Discussion/Interpretation:**

Seniors and People with Disabilities (SPD) encourages participation by consumer advocates in SPD statewide commissions and rule advisory groups. Advocates who receive SPD/AAA services are currently participating in various groups associated with SPD including the Governors' Commission on Senior Services, People with Disabilities Advisory Committee and the Home Care Commission. This transmittal addresses paid attendant services needed for seniors and people with physical disabilities receiving Medicaid waived or Oregon Project Independence services who participate in such statewide groups. This policy also applies to SPD/AAA Senior Advisory Councils and Disability Services Advisory Councils but does not apply to other local or regional advisory groups.

## **Hourly Service Plans**

For service recipients attending advisory meetings with hourly providers, the case manager needs to work with the individual to identify if there are any additional Activities of Daily Living, or Self-Management hours that are necessary to meet the service needs of the individual while participating in a statewide commission or advisory meeting. The additional hours would be assigned to the individual's service plan. Hours may be authorized for transportation including assistance during a ride or getting in and out of a vehicle. Additional hours assigned may vary based on the natural support system available to the client. Hours will be paid at the standardized hourly Homecare Worker rates on the SPD published rate schedule and in accordance with the Homecare Workers union contract. The Case Manager is encouraged to staff individual cases with SPD Central Office when questions arise.

## **Live-In Service Plans**

Live-in service plans that are set up to meet the 24-hour needs of the individual are assumed to be sufficient to cover all the needs of the person during an advisory meeting. The case manager should contact Central Office for assistance if a service recipient requests additional hours for his or her live-in service plan for attending advisory meetings.

Please note that statewide commissions often reimburse per diem costs to consumer advocates including mileage and lodging. Any expenditure that is reimbursed through a commission should not be authorized in a consumer's service plan.

Consumer advocates who are not recipients of Medicaid waived or Oregon Project Independence services should address any questions to the contact for the commission or workgroup in which they are involved.

## **Senior and Disability Services Advisory Councils**

Consumers with service needs should discuss their needs for accommodation with their local AAA or SPD committee facilitator in order to access any local policies or resources available. Those facilitating Senior Services Advisory Council (SAC) or Disability Services Advisory Council (DSAC) meetings may consult with the In-Home Support Services Manager, Joe Easton, related to the authorization of HCW hours related to a Medicaid consumer's SAC or DSAC membership or participation. Oregon Revised Statute 410.210 "*Area agency advisory councils; membership; duties*" provides more information about the duties of these advisory councils.

**Local/Branch Action Required:**

Ensure that additional hours assigned to plans for attendant services during a statewide advisory meeting are not duplicative to other hours already assigned to meet an individual's service needs. Local SPD/AAA offices are encouraged contact SPD central office about service plans for consumer advocates if questions arise.

**Central Office Action Required:** Provide technical assistance as needed

**Field/Stakeholder review:**     Yes     No

**If yes, reviewed by:** SPD Policy Workgroup, SPD Operations Committee

*If you have any questions about this policy, contact:*

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