



# Oregon

Tina Kotek, Governor

## Oregon Department of Human Services

*Aging and People with Disabilities*

*Safety, Oversight and Quality*

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### ODHS APD AFH Provider Alert

**Date:** July 18, 2024

**To:** All APD Adult Foster Home Providers

**From:** ODHS Office of Aging and People with Disabilities  
Safety, Oversight and Quality

**Subject:** Mandatory Providing Inclusive Care Training

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In the 2023 legislative session, Senate Bill 99 was passed, creating a bill of rights for long-term care residents in Oregon who identify as LGBTQIA2S+ or live with HIV. These residents deserve dignified, respectful, and discrimination-free care.

The Oregon Department of Human Services' Office of Safety, Oversight, and Quality has developed and approved a training course to meet Senate Bill 99 requirements. This mandatory training is for all owners, providers, staff, and contractors working in Oregon long-term care settings.

#### 2024 Training Requirements:

- **Completion Deadline:** December 31, 2024
- **Certificate Validity:** Your certificate is valid for 24 months from completion and is transferable between facilities and care settings
- **New Hires:** All new staff hired in 2024 must meet the December 31, 2024 training deadline. For staff hired on or after January 1, 2025 the training is a pre-service training requirement.

#### Training Availability:

- **Platform:** Oregon Care Partners (OCP):  
<https://oregoncarepartners.com/app/#/class-details/3726>.
- **Date:** Available on Thursday, August 1, 2024 (English)

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- **You will not be able to access the training before August 1, 2024**
- **Spanish Version:** Available on November 1, 2024
- **Registration:** [OCP Class Details](#)

**Training Applicability:**

- All staff must complete this training by December 31, 2024.
- This training certificate is valid for 24 months from the date of completion and portable between care settings.
- For staff hired after December 31, 2024, this training is a pre-service training requirement that must be renewed every two years.

Please review the attached SOQ Providing Inclusive Care Online Training FAQ for more details about the OCP training and training records that must be kept. All staff of APD licensed settings are required to take the training by December 31, 2024.

If you have questions, please email your licensing team at:

[APD.AFHteam@odhs.oregon.gov](mailto:APD.AFHteam@odhs.oregon.gov)  
[Oregon Department of Human Services website](#)

## **Providing Inclusive Care: Training for Adult Foster Home Staff**

**Audience:** Adult Foster Home (AFH) staff, including owners, administrators, all caregivers and contractors, as indicated in Oregon administrative Rule.

This document provides answers to frequently asked questions about the mandatory training for AFH staff on providing inclusive care for LGBTQIA2S+ residents and residents living with HIV.

### **General Training Information**

- 1. When will the training be available?**
  - The training is available August 1, 2024.
- 2. Why is this training necessary?**
  - To ensure that all staff are equipped to provide safe, respectful, and inclusive care for LGBTQIA2S+ residents and those living with HIV, as mandated by Senate Bill 99. This training promotes a welcoming environment where all residents can feel valued and respected, free from discrimination.
- 3. Is the training mandatory?**
  - Yes, all individuals working in long-term care are required to take this training.
- 4. Who is required to take the training?**
  - All caregiving staff as well as those contracted with AFH owners to provide care and services are required to complete this training.
- 5. Is there a deadline for completing this training?**
  - The training must be completed for all staff by December 31, 2024.

### **Details of the Online Training**

- 6. How will the training be provided?**
  - APD has worked closely with Oregon Care Partners (OCP) to develop this training which has been made available online and at no cost.
- 7. How long will the training take?**
  - The training is expected to take approximately 1.5 hours.
- 8. Will training hours be offered?**
  - Yes, training hours will be awarded upon completion of the training.

**9. How do I access the online training?**

- Use the provided link to access the training platform. You will need to create an account on the OCP website with your name, email address, and care setting information. If you took the HCBS training earlier this year you should already have this account created.
- Link: <https://oregoncarepartners.com/app/#/class-details/3726>

**10. Can the training be conducted in groups?**

- Yes, group training sessions are allowed. While the OCP training was created to be taken individually, providers may opt to hold group trainings (e.g., as an all-staff meeting). When possible, the Administrator or owner should be the one who creates the OCP account, and then staff may watch the training.

**11. If staff attend a group training, will they be able to get a certificate of completion from OCP?**

- No. The OCP system is designed for individual trainees to create their own account and complete the training online. To obtain a certificate of completion, they must create their own account and take the training online as an individual.
- This means group trainings will not have the added benefit of a transferable certificate.

**12. What are the sign-in requirements for group trainings?**

- For in-person group training, a sign-in sheet with the names, titles, and signatures of attendees is required. For virtual group training, an attendance report must be kept.

**After Completing the Training**

**13. Do providers need to keep training records?**

- Yes, providers must retain all training records and be prepared to provide proof of completion to relevant authorities upon request.

**Content of the Training**

**14. What topics will the training cover?**

- The training includes:
  - Understanding Terminology
  - LGBTQIA2S+ History in the US and Oregon

- Best Practices for Communicating with LGBTQIA2S+ Residents and Residents Living with HIV
- Understanding Health and Social Challenges
- Creating a Safe and Affirming Environment

### **Additional Notes**

- This training is designed to foster empathy, understanding, and cultural competence among AFH staff to ensure that all residents receive respectful and inclusive care.
- The training certificate is valid for 24 months and is portable between care settings.

By following these guidelines, long-term care facility staff can ensure they are providing the highest standard of care to all residents, while respecting their diverse identities and needs.

For further information or assistance, please contact the APD AFH Policy Team at [APD.AFHteam@odhs.oregon.gov](mailto:APD.AFHteam@odhs.oregon.gov)