Information Memorandum Transmittal
Developmental Disabilities Services

DHS | Oregon Department of Human Services

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Authorized signature

Number: DD-IM-22-042

Issue date: 5/2/2022

Topic: Developmental Disabilities

Due date:

Subject: eXPRS Implementation of Compass Project July 1, 2022

Applies to (*check all that apply*):

- ☐ All ODHS Employees
- ☐ Area Agencies on Aging: {Select type}
- ☐ Aging and People with Disabilities
- ☐ Self Sufficiency Programs
- ☒ County DD Program Managers
- ☒ Support Service Brokerage Directors
- ☐ ODDS Children's Residential Services
- ☐ Child Welfare Programs

- ☐ County Mental Health Directors
- ☐ Health Services
- ☒ Office of Developmental Disabilities Services (ODDS)
- ☒ ODDS Children's Intensive In Home Services
- ☐ Stabilization and Crisis Unit (SACU)
- ☒ Other (*please specify*): Agency Providers

Message: In support of the ODDS Compass Project initiatives that will be implemented July 1, 2022, eXPRS has completed many tasks. This transmittal will provide a summary outline of the eXPRS work that has been completed in support of the ODDS Compass Project.

No later than **May 16, 2022**, the eXPRS team will have completed the following work. Please pay close attention to the messages on the eXPRS Login page, as we will post notices when specific work has been completed.

SE50 ADULT GROUP HOME AUTHORIZATIONS:

- Added all SE50 Adult Group Home provider site records to the applicable CDDPs' POC Provider Panel.

- Ended all current SE50 Client Prior Authorizations (CPAs) with an end date of 6/30/2022. **SE50 CPA authorizations for individuals in Assisted Living Facilities (ALF) or Residential Care Facilities (RCF) will remain as CPAs as rates are set by the APD program.

- Created new Plan of Care (POC) Plan Lines/Service Prior Authorizations (SPAs) with start dates of 7/1/2022 for all individuals' whose SE50 CPAs were ended. The new SPAs will be authorized under codes **SE50/ORAGH/NA**. The new SPAs for SE50 services will be submitted to the same status as the previous CPA.

  This may have included creating an entire Plan of Care (POC) for some individuals who did not have an existing POC.

SE53 TRANSPORTATION AUTHORIZATIONS:

- Added any needed SE53 DD Transportation Organization provider records that are used on SE53/TRFFS CPAs to the applicable CDDPs' POC Provider Panel.

- Ended all current SE53/TRFFS CPAs with an end date of 6/30/2022.

- Created new Plan of Care (POC) Plan Lines/Service Prior Authorizations (SPAs) with a start date of 7/1/2022 for all individuals' who's SE53/TRFFS CPAs were ended. The new SPAs will be authorized under a new Agency Mileage code of **OR005/WD** in **SE257**. The new SPAs will default to **a maximum of 246 miles** per month and will reflect the status of the SE53 CPA. The new Agency Mileage rate will be a **fixed rate** of $2.03/mile.

  In addition, all SPAs for DD Agency and Foster Care transportation providers under codes **SE257/OR004/WD** will be transitioned to using the new Mileage service code **OR005/WD** in SE257, effective 7/1/2022. The new SPAs will default to **a maximum of 246 miles** per month.

  DD Agency Providers who provide In-Home supports for individuals not living in a residential placement setting will continue to have mileage transportation services for assisting the individual to access their community under code **OR004/WD** ongoing at a rate of $0.56 per mile, effective 7/1/2022.

  Personal Support Workers will continue to have their mileage transportation services authorized under code **OR004/WD** and **OR004/WE** ongoing.

- Ended all current SPAs for OR553/WD with an end date of 6/30/2022. The new SPAs will be authorized under a new Agency Mileage code of **OR005/WD**. The new SPAs will default to **a maximum of 246 miles** per month and will reflect the status of the OR553 SPA. The new Agency Mileage rate will be a **fixed rate** of $2.03/mile.

- A new eXPRS user guide that outlines the new Transportation service procedure code in eXPRS is attached at the end of this transmittal.

- Additional ODDS Policy information for Transportation services can be found in the [ODDS Community Transportation Worker Guide](#).

EMPLOYMENT AND DSA AUTHORIZATIONS:

- Rolled current Employment and Day Support Activity (DSA) SPAs to the new Burns & Associates **fixed** rates, effective 7/1/2022.

  With the transition to the new **fixed** rates for Employment/DSA, additional service modifiers were implemented to support the variety of service scenarios that individuals may experience. This modifier work also includes re-defining some existing modifiers.

  Given the employment policy decisions driving the modifier changes at the time of Compass implementation, current SPAs for Employment/DSA services were rolled using their existing service procedure and modifier codes, **<u>except for the following</u>**:

    o Most SPAs that currently use the **R1** (1:1 supports) modifier will be rolled to using the new modifier **RC** (1:1 supports in the community), effective 7/1/2022. The new SPAs will remain in *draft* status to allow Case Management Entities (CMEs) to review them and make authorization updates as needed before submitting the new authorization.

      The exception to the above will be for **OR542/R1**, which will roll to OR542/**RS**.

      Modifier **R1** will continue to be available in eXPRS but will now be defined as **1:1 Facility** supports beginning 7/1/2022.

    o Modifier **ZE** will continue to be available in eXPRS but will be defined as **2:1 Single Provider** beginning 7/1/2022.

    o SPAs for services under **OR545/ZC** will need to be manually added by CMEs, if the individual is receiving that service.

  Employment/DSA services that will use the new modifiers (not noted above) can be added to the individual's POC as appropriate per the individual's annual support plan as needed, with a 7/1/2022 start date.

- A new eXPRS user guide that outlines the new Employment/DSA modifiers in eXPRS is attached at the end of this transmittal.

- Additional ODDS Policy information for Employment services can be found

on the [ODDS Employment First Policy page](#).

PROFESSIONAL BEHAVIOR SERVICES AUTHORIZATIONS:

- Service Prior Authorizations for "unbundled" Professional Behavior Services for individuals in SE50 Adult Group Homes ***were not*** created by the eXPRS team, as we have no knowledge which individuals are having that service unbundled with the transition. CDDPs can create Plan Lines/SPAs for any Professional Behavior Services that will be "unbundled" in the individual's POC beginning immediately, to be effective with an SPA start date of 7/1/2022.

  Additional ODDS Policy information for more in-depth policy information regarding Professional Behavior Services, including information on the "unbundling" from residential service rates can be found in the [ODDS Compass Online Trainings page.](#)

Communication/training: This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@dhsoha.state.or.us.

The Monthly Transmittal Reviews are held the second Wednesday of every month at 2 pm using the Zoom platform. Please register in advance for these meetings: https://www.zoomgov.com/meeting/register/vJIsc-qvqD8iGURx5OQk8TAdlS6Arg9ZAf4

After registering, you will receive a confirmation email containing an appointment and information about joining the meeting. American Sign Language (ASL) and live captioning will be provided. To request other accommodations or languages, please send an email to ODDS.Questions@dhsoha.state.or.us at least three business days prior to the meeting.

If you have any questions about this information, contact:

Contact(s): For eXPRS specific questions: eXPRS Techical Assistance Unit
Email: info.exprs@dhsoha.state.or.us

Contact(s): For ODDS Transportation Service Policy Questions: Stephanie Roncal
Email: stephanie.roncal@dhsoha.state.or.us

Contact(s): For ODDS Employment Service Policy Questions: Allison Enriquez
Email: Allison.enriquez@dhsoha.state.or.us

Which Transportation Service Code Do You Need?
(Updated 4/29/2022)

With the implementation of the ODDS Compass Project, there is an additional service procedure code for Transportation service codes added to eXPRS Plan of Care. This guide is to assist in helping you determine which code to use for the type of transportation service to be authorized or I/DD individuals.

Detailed service descriptions are available in the **ODDS Expenditure Guidelines**.

NEW Transportation service procedure code as of 7/1/2022

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR005 / WD	**Agency Mileage Transportation** – To/From Work	DD Agency or FC Transp Agency Provider	Mileage reimbursement to transport the individual to/from their work location.

Transportation service codes discontinued as of 7/1/2022

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR553 / WD	Transportation – DD Provider Org - To/From Work	DD Agency or FC Transp Agency Provider	**Per Ride** transportation services to/from where the individual works.
SE53/TRFFS CPAs	CPA Transportation	DD Agency or FC Transp Agency Provider	Monthly To/From work transportation

Transportation service procedure/modifier codes Still in Use

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR003 / NA	Transportation – Commercial	"generic"	• Taxi services *(Code **OR544** **does not** work at this time)* • Other commercial transportation services. *(ex: Amtrak, Greyhound, etc.)*
OR004 / WD	Mileage Transportation – To/From Work	DD PSWs	Mileage reimbursement for transportation to/from the individual's work location.
OR004 / WE	Mileage Transportation – Community	DD PSWs DD Agency Transp Provider *(for In-Home services)*	Mileage reimbursement for transportation to access the community. ***and the individual **does not** live in a residential placement (GH, FC or SupLvg).*
OR554 / NA	Transportation – Transit Pass	"generic"	• Bus or transit pass *(monthly or yearly)* • Taxi Services *(code **OR544** **does not** work at this time)*

Which Employment or DSA Service Code Do You Need?
(Updated 4/27/2022)

With the implementation of the ODDS Compass Project, there have been additional service **modifier** codes for Employment & DSA services added to eXPRS Plan of Care to support the variety of service options for individuals. In addition, some existing modifiers (**ZE** & **R1**) will be re-defined starting in July 2022. This guide is to assist in helping you determine which eXPRS service/modifier codes to use for the type of employment or DSA service to be authorized.

Detailed service descriptions are available in the **ODDS Expenditure Guidelines**.
- New services **modifier** codes are noted in **blue text** below.
- Redefined modifier codes are noted in **purple text/yellow highlight** below.

NEW MODIFIER CODES for Competitive Integrated Employment (CIE) Job Coaching

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR401 / **S1**	Job Coaching/**Self-employment**	• Agency Employment Providers • PSW Job Coaches	Job coaching supports for an individual who is **self-employed _AND_ 100% of job coaching is required to be face-to-face**. ****Requires an approved exception.**
OR401 / **WV**	Job Coaching/**initial w/o VR**	• Agency Employment Providers • PSW Job Coaches	When an individual has obtained Competitive Integrated Employment (CIE) and **would not benefit from VR services** as outlined in the stabilization policy. ****Requires submission of "job coaching without VR" form.**

NEW MODIFIER CODES for Employment Path

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR541 / R1	Employment Path/1:1 Supports Facility	• Agency Employment Providers	For 1:1 supports during Employment Path in a facility. **Requires an approved exception**
OR541 / ZH	Employment Path/2:1 Single Provider Facility	• Agency Employment Providers	For 2:1 supports during Employment Path in a facility provided by two separate provider Agencies each sending a single staff. One Agency bills under this code, the other Agency bills under OR541/W1. **Requires an approved exception**
OR541 / ZF	Employment Path/2:1 Both 1 Agency Facility	• Agency Employment Providers	For 2:1supports during Employment Path in a facility provided by one Agency who sends both staff. **Requires an approved exception**
OR541 / RC	Employment Path/1:1 Supports Community	• Agency Employment Providers	For 1:1 supports during Employment Path in the community. **Requires an approved exception**
OR541 / ZE	Employment Path/2:1 Single Provider Community	• Agency Employment Providers	For 2:1 supports during Employment Path in the community provided by two provider Agencies each sending a single staff. One Agency bills under this code, the other Agency bills under code OR541/W2. **Requires an approved exception**

| OR541 / ZC | Employment Path/**2:1 Both 1 Agency Community** | • Agency Employment Providers | For **2:1 supports** during Employment Path **in the community** provided by **one Agency who sends both staff**.
***Requires an approved exception** |
| OR541 / RS | Employment Path/**1:1 Solo Community** | • Agency Employment Providers | For **"Solo" 1:1 supports** during Employment Path in the Community.
***May access up to 50 hours/plan year** |

NEW MODIFIER CODES for Day Support Activities

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR542 / R1	Day Support Activities/**1:1 Supports Facility**	• Agency Employment Providers	For **1:1 supports** during Day Support Activities **in a facility**. ***Requires an approved exception**
OR542 / ZH	Day Support Activities/**2:1 Single Provider Facility**	• Agency Employment Providers	For **2:1 supports** during Day Support Activities **in a facility** provided by **two separate provider Agencies, each sending a single staff.** One Agency billing under this code, the other Agency billing under **OR542/W1**. ***Requires an approved exception**.
OR542 / ZF	Day Support Activities/**2:1 Both 1 Agency Facility**	• Agency Employment Providers	For **2:1 supports** during Day Support Activities **in a facility** provided by **one Agency who sends both staff**. ***Requires an approved exception**

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR542 / ZE	Day Support Activities/2:1 Single Provider Community	• Agency Employment Providers	For 2:1 supports during Day Support Activities in the community provided by two provider Agencies each sending a single staff. One Agency billing under this code, the other Agency billing under OR542/W2. **Requires an approved exception
OR542 / ZC	Day Support Activities/2:1 Both 1 Agency Community	• Agency Employment Providers	For 2:1 supports during Day Support Activities in the community provided by one Agency who sends both staff. **Requires an approved exception
OR542 / RS	Day Support Activities/1:1 Solo Community	• Agency Employment Providers	When an individual wants "solo" 1:1 supports during Day Support Activities in the Community.

NEW MODIFIER CODES for Small Group Employment

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR543 / RC	Small Grp Employment/1:1 Supports Community	• Agency Employment Providers	For 1:1 supports during Small Group Employment. **Requires an approved exception
OR543 / ZE	Small Grp Employment/2:1 Single Provider Community	• Agency Employment Providers	For 2:1 supports during Small Group Employment in the community provided by two provider Agencies each sending a single staff. One agency billing under this code, the other Agency billing under OR543/W2. **Requires an approved exception

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR543 / ZC	Small Grp Employment/**2:1 Both 1 Agency Community**	• Agency Employment Providers	For **2:1 supports** during Small Group Employment provided by **one Agency who sends both staff**. ***Requires an approved exception**

NEW MODIFIER CODES for On-The-Job Attendant Care

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description
OR545 / ZE	OTJ Attendant Care/**2:1 Single Provider Community**	• Agency Employment Providers • PSW Job Coaches	For **2:1 attendant care supports** during Job Coaching and Job Discovery **in the community** provided by **two provider entities each sending a single staff.** *** Is authorized for the hours of face-to-face contact only.** ***Requires an approved exception**
OR545 / ZC	OTJ Attendant Care/**2:1 Both 1 Agency Community**	• Agency Employment Providers • PSW Job Coaches	For **2:1 attendant care supports** during Job Coaching and Job Discovery provided by **one single Agency who sends both staff**. *** Is authorized for the hours of face-to-face contact only** ***Requires an approved exception**

Existing Service Procedure & Modifier Codes Still in Use

Service Codes	Service Name	Types of Providers Allowed	Brief Service Description

OR401 / W5	Job Coaching - initial	• Agency Employment Providers • PSW Job Coaches	For an individual who is initially first placed in a competitive integrated employment (CIE) job/setting.
OR401 / W6	Job Coaching - ongoing	• Agency Employment Providers • PSW Job Coaches	For an individual who is in their competitive integrated employment (CIE) job/setting ongoing.
OR401 / W4	Job Coaching - maintenance	• Agency Employment Providers • PSW Job Coaches	For an individual to maintain their competitive integrated employment (CIE) job/setting.
OR401 / W3	Job Development – Initial Placement	• Agency Employment Providers	For initial CIE job development placements
OR401 / W9	Job Development – Retention	• Agency Employment Providers	For CIE job retention
OR539 / NA	Job Discovery	• Agency Employment Providers	For CIE Discovery profiles
OR541 / W1	Employment Path - Facility	• Agency Employment Providers	For receiving Employment Path services in a facility.
OR541 / W2	Employment Path - Community	• Agency Employment Providers	For receiving Employment Path services in the community
OR542 / W1	Day Support Activities - Facility	• Agency Employment Providers	For receiving Day Support Activities in a facility.
OR542 / W2	Day Support Activities - Community	• Agency Employment Providers	For receiving Day Support Activities in the community.

OR543 / W2	Small Grp Employment - Community	• Agency Employment Providers	For receiving Small Group Employment in the community.
OR545 / NA	OTJ Attendant Care	• Agency Employment Providers • DD PSWs	For attendant care supports while at a CIE job setting/location.