



Agreement Number 148087

**AMENDMENT
STATE OF OREGON
INTERGOVERNMENTAL GRANT AGREEMENT
FOR THE FINANCING OF
COMMUNITY DEVELOPMENTAL DISABILITY SERVICES**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha.publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This Amendment number **05** to the Intergovernmental Grant Agreement for the Financing of Community Developmental Disability Services (the "Agreement") is between the State of Oregon, acting by and through its Department of Human Services, hereinafter referred to as "DHS" and Yamhill County ("County").

AMENDMENT

The Agreement is hereby amended as follows:

1. This Amendment number **05** shall become effective on the date this Amendment has been fully executed by every party and, when required, approved by Department of Justice.
2. Effective December 1, 2018, Exhibit B Part 1 "Operations and Administration Terms and Conditions", Section 2 is amended as follows: language to be deleted or replaced is ~~struck through~~ and new language is **underlined and bold**.
 2. County Assistance with Provider and Employer Enrollment, Credentials, and Payments.
 - a. County shall assist any Individual who wishes to hire a Personal Support Worker (PSW) in the following ways:
 - (1) Assist the Individual in becoming a Common Law Employer (CLE) or identifying a designated CLE and provide resources to prospective CLEs on their role. For each CLE County will:
 - (a) Initiate enrollment of the CLE into the Fiscal Management Agent Services (FMAS) vendor's web portal (currently referred to as "BetterOnline"). For each new CLE, County

will provide the required information to successfully enroll the CLE.

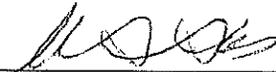
- (b) Provide assistance to the Individual or the designated CLE in completing the required paperwork. County may provide this assistance or refer the CLE to the STEPS program.
 - (c) Upon request, if the County identifies a need, County shall refer the CLE to the STEPS program.
- (2) Assist the Individual in qualifying PSWs by:
- (a) Providing PSWs with a Provider Enrollment Agreement (PEA) and initiating a Criminal History Check (CHC).
 - (b) Initiating the PSW enrollment in the FMAS vendor's web portal. For each new PSW, County will provide the required information to successfully enroll the PSW.
- b. County shall assist any Individual who wishes to hire an Independent Contractor (IC) by initiating a CHC for all new ICs.
 - c. For PSW Providers, County shall assist Individuals by verifying certifications, licenses, CHC, driver's licenses, and auto insurance are appropriate and up to date prior to Services being authorized. Additionally, County shall assist Individuals by ensuring that IC's CHC is valid and up to date prior to Services being authorized.
 - d. Until DHS implements time capture tools, County must review and approve or reject the PSW time sheet, progress note, and mileage log. County must review, and approve or reject PSW submitted Services-delivered billing entries accordingly.
 - e. County is required to submit an out-of-cycle request for payment for PSWs if the PSW turned in a properly completed timesheet within the dates as outlined on the approved PSW payment calendar and it was not approved by ODDS due to an administrative error on the part of the County. The out-of-cycle request must be submitted within one business day of the County verifying that an error occurred and that it was an administrative error. County will be assessed a ~~\$50.00~~ **\$125.00** fee per PSW out-of-cycle request submitted. Fees will be removed from County's authorized Provider Prior Authorization for Services (DD 48 Case Management). ODDS will offer administrative technical assistance to those Counties that exceed ten submissions or 1% of the total Client enrollment for the County (whichever is greater) in a calendar year.

3. Signatures.

EACH PARTY, BY EXECUTION OF THIS AMENDMENT, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AMENDMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

Yamhill County

By:



Authorized Signature
Chair, Board of Commissioners

Title

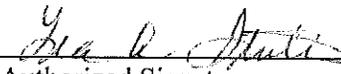
MARY STARRETT

Printed Name
11/29/18

Date

State of Oregon acting by and through its Department of Human Services

By:



Authorized Signature
ODDS COO

Title

Lea Ann Stutheit

Printed Name
12/7/18

Date

Approved for Legal Sufficiency:

Exempt per OAR 137-045-0050(2)

Department of Justice Date

Accepted by Yamhill County
Board of Commissioners on
11/29/18 by Board Order
18-423