

Adult Foster Home Provider Alert

Policy updates, rule clarifications and announcements

Date: July 15, 2015

Topic: **Background Checks**

Provider: APD (Older Adults and Adults with Physical Disabilities)
 DD (Developmental Disabilities)

As you may be aware, on June 28, 2015, the Oregon Administrative Rules (OAR) for Adult Foster Homes was amended. Included in the amendments were the requirements surrounding background checks (please refer to OAR 411-050-0620). The amended rule now requires that background checks be completed every **two** years.

The Long Term Care Registry (LTCR) was an upgrade to the Criminal Records Management System (CRIMS) activated in early January 2015. Once the LTCR went live, the Background Check Unit began to issue two-year approval letters for subject individuals.

Approved background checks processed prior to the activation of the LTCR received approval for only one year, and those subject individuals will be required to submit another background check prior to its expiration. If the subject individual can provide proof of documentation from BCU that his/her background check is valid for two years then they would not need to submit a new background check request now that our rules indicate they are required every two years.

Licensees, resident managers, floating resident managers, shift caregivers and substitute caregivers must maintain an approved background check in order to meet the qualification and training requirements under OAR 411-050-0625. Failure to have a qualified caregiver on duty may result in Corrective Action.

General information about the Long Term Care Registry can be found in the link below:

<http://www.oregon.gov/dhs/chc/Pages/crims/index.aspx>

