

# Adult Care Home Program Newsletter

June 2021

## Program Supervisor's Letter

We hope everyone is enjoying this beautiful summer weather! Multnomah County entered the "lower risk" COVID-19 category on May 27, 2021. At this time an ACH is allowed up to two indoor non-essential visitors at a time (including operator and resident visitors). But with the beautiful weather, it's easy and healthy in so many ways to take your social activities outside. So keep enjoying that fresh air.

In-person licensing visits resumed on June 1st. We plan to visit all homes over the next few months. Renewal inspections for all licenses due in June are underway and we will move forward from there. If your license was due prior to June, it will be pending until your next renewal. Anyone who had a video inspection in the past year will tell you that an in-person renewal inspection is a welcome return to something like normal.

For people who are considered "fully vaccinated" against COVID-19, please note, the state is easing COVID restrictions in a variety of ways based on vaccination status. Stay tuned to as this develops and check out the article titled, "What to do With that Vaccine Card."

In staff updates, Karen Hua, the training coordinator, has left her position to relocate out of state with her family. Lucas Smith, a licenser, is leaving this month for a new career. We wish them all the best! Amanda Pearce, a former licenser, has returned from a limited duration assignment and is now the ACHP's placement specialist. And finally, we are interviewing limited duration program manager candidates this month and hope to have an update for you all next month.

**Annie Neal, ACHP Program Supervisor**

## Just Ask

**Question:** When will in-person licensing visits resume?

**Answer:** The ACHP resumed in-person licensing visits beginning June 1, 2021. As before, visits will be unannounced. The program is planning to conduct either a monitoring or inspection visit for all licensed homes at some point before the end of the calendar year. If you have questions, please call the ACHP at 503-988-3000.

**Question:** In addition to "nutritious snacks and liquids," the MCARs require ACHs provide "three balanced nutritious meals," to be served to residents daily. What does that mean?

**Answer:** According to the USDA's Dietary Guidelines for Americans 2020-2025, "It's important to eat a variety of fruits, vegetables, grains, dairy or fortified soy alternatives, and protein foods. When deciding what to eat or drink, choose options that are full of nutrients. Make every bite count." When thinking about how to "make every bit count," think about whole foods versus processed foods. In general, whole foods are more nutrient dense, thus healthier than processed foods. Whole foods are largely unaltered and resemble foods in their natural state. Processed foods (think packaged foods that have been made 'shelf stable') have been removed from their natural state as a result of chemical, biological and/or mechanical manipulation. Processing robs food of much of its original nutritional content. Even if these foods have been fortified with vitamin and mineral additives, they are not as nutritious to the body as whole foods. Meals and snacks at ACHs should consist of a variety of whole foods prepared fresh with only a small portion coming from processed food sources.

## Covid Visitation Guidelines

At the time of this publication, more than 65% of folks aged 16 and over have begun the vaccination process and Multnomah County has been dropped to the COVID-19 “Lower Risk” level. Nevertheless, community spread is still happening and COVID safety practices continue to be an important part of keeping ACH residents safe.

**Indoor Visitation:** The number of visitors allowed remains limited to two visitors inside the ACH at one time. ACHP licensers, ombudsmen, medical providers or other essential visitors are not included in this count. **Please note:** Indoor visitation in an ACH is allowed only when there has been no new onset of COVID-19 cases in the ACH in the last 14 days, there is no COVID-19 Condition in place, and no one in the home is undergoing testing for COVID-19 as a result of COVID-19 related symptoms.

**Outdoor Visitation:** Per the State of Oregon’s guidelines for counties in the Lower Risk category, outdoor visits should include a maximum 12 people. If visitors are within 6 feet of each other outdoors, masks should be worn.

**Resident Outings:** There are no restrictions on residents going into the community and residents should not be prohibited from such. This includes leaving the care home to visit family/friends. Providers should remind residents that there continue to be COVID related requirements in place in the community and should encourage residents to follow recommendations and destination specific requirements for COVID safety such as wearing masks and practicing good hand hygiene.

Additionally, the State of Oregon has lifted some COVID-related restrictions for individuals who are fully vaccinated. Operators should assist fully vaccinated residents in finding ways to prove vaccination status while protecting their health information and keeping their vaccine card safe from loss or damage. See, “**What to do With that Vaccine Card,**” for ideas.

## What to do With that Vaccine Card

As the CDC and State of Oregon start to make COVID safety recommendations that are specific to vaccination status, providers might be thinking about what they can do to help residents manage their vaccine cards and keep them safe. Here are some helpful tips.

- **Don’t Laminare Vaccine Cards** - Vaccine cards contain empty lines that may be used for future vaccinations or follow-up booster doses. It will be difficult to record these future doses on laminated cards. Instead, consider using protective sleeves or plastic baggies to keep them safe from damage.
- **Make a Copy** - Make digital and/or physical copies of vaccine cards in case the original is lost or damaged. Most smartphones can scan documents, or one can take a digital picture of the front and back of the card. Make sure to keep copies secure as they contain protected health information.
- **Store With Important Papers** - Unless original cards are needed for travel or medical appointments, they should be stored in a safe and secure place where they can be easily found. Consider carrying a copy of your card if proof of vaccination is needed for day-to-day or community activities.
- **Don’t Share Images of Vaccine Cards on Social Media** - Vaccine cards contain sensitive personal information that should not be shared on the internet. If desired, celebrate on social media with pictures of one’s bandaid or “Just Vaccinated” sticker, instead of a picture with one’s vaccine card.
- **If a Vaccine Card is Lost or Damaged** - The health care organization, clinic, pharmacy or health department that provided the vaccine has a record that can be retrieved if necessary. Additionally, individuals should consider contacting their primary care physician to arrange to have their COVID vaccination information added to their primary medical record for future vaccination information accessibility. If needed, providers can assist residents with this process.

## Training, Testing, and Events

ACHP training is offered online. Sign up by calling 503-988-3000 or by emailing [advsd.adult.carehomeprogram@multco.us](mailto:advsd.adult.carehomeprogram@multco.us).

Check here for ACHP training updates:  
<https://www.multco.us/adult-care-home-information/required-training-provider-meetings-and-ceus>

**Orientation** - Required for all Operators and Resident Managers.

**Dates:** Contact ACHP for information.

**Times:** 9:00 am - 3:00 pm (Sign-on 8:45 am)

**Cost:** \$55

### Record Keeping Part B, Medication Mgmt

**Dates:** Contact ACHP for information.

**Times:** 1:30 pm - 4:30 pm (Sign-on 1:25 pm)

(Tech support for training starts at 1:10 pm)

**Cost:** \$30 for Operators & Resident Managers

### Two part training with Jeffrey Burgess with Oregon Bureau of Labor and Industries (Oregon BOLI)

**Part 1:** Wage and Hour Issues for Adult Care Home Operators with Oregon BOLI, and

**Part 2:** Effective Supervision of Adult Care Home Workers with Oregon BOLI

**Dates:** TBD

This 2-part series will cover a wide range of information about Operators' responsibilities as employers specifically within the care home setting. Plenty of time will be reserved for your questions! Details will be posted soon. Check here under "Optional Trainings" for more information and updates:

<https://www.multco.us/adult-care-home-information/required-training-provider-meetings-and-ceus>

**Testing:** For Operators with urgent staffing needs who have prospective caregivers waiting for a qualifying test, contact the ACHP at (503) 988-3000 to request individual testing.

## IMPORTANT: *iLearn* is Going Away

The state of Oregon is transitioning from *iLearn* to *Workday Learning*. What this means is that all future training opportunities provided by the Office of Developmental Disabilities Services (ODDS) and the Oregon Department of Human Services (ODHS) will be recorded on the *Workday Learning* platform instead of *iLearn*.

**What it also means is that your *iLearn* account is going away June 14, 2021.** In order to keep the credits you've earned for licensure, continuing education, job requirements, etc., you will need to download your transcript from *iLearn*, store it, then upload it to the new *Workday Learning* platform when available.

### Save your *iLearn* Credits

Use the link below and follow instructions to make a copy of your *iLearn* transcript(s) **no later than June 14, 2021**. This transcript will serve as proof of credit for the courses you've completed. Note: If you have completed courses in *iLearn* under multiple accounts, you will need to download a transcript from each for documentation of your complete training record.  
[https://www.oregon.gov/dhs/BUSINESS-SERVICES/Documents/Save\\_Transcript\\_in\\_iLearn.pdf](https://www.oregon.gov/dhs/BUSINESS-SERVICES/Documents/Save_Transcript_in_iLearn.pdf)

Once *Workday Learning* is available (currently scheduled for June 16, 2021), you will be able to create a new account and add your transcript information to it. Click here for training and information related to setting up a Workday account:

<https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/Document/s/iLearn-Workday-ODDS-FAQ.pdf>

### How Do I Know What is Allowed in the Community When the County Risk Level Changes?

Click the link for the Governor's Sector Risk Level Guidance Chart:

<https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3461.pdf>



Department of County Human Services

**M198**

Multnomah County Oregon  
Department of County Human Services  
Adult Care Home Program  
421 SW Oak St, Suite 650  
Portland OR 97204

RETURN SERVICE REQUESTED

PRSR STD  
US POSTAGE  
PAID  
PORTLAND OR  
PERMIT NO  
5522