

BENCO
Agency
POLICIES AND PROCEDURES

SUBJECT: DIRECT NURSING SERVICES

OAR: 411-380-0060 (3) (a-b) (4) (5) (a-b) (6) 411-380-0065 (1) (a-b) (2) (a-d)

(3) Benco's direct nursing services will:

- (a) Employ licensed RNs or LPNs with a current and unencumbered license; and
- (b) Meet and maintain the provider enrollment requirements under OAR 407-120-0320 and section (5) of this rule.

(4) At least one year of experience working with individuals with intellectual or developmental disabilities is recommended, but not required.

(5) PROVIDER ENROLLMENT.

(a) Benco will enroll through the MMIS system by:

- (A) Completing and submitting the Medicaid Provider Enrollment Application that includes the Provider Enrollment Agreement.
- (B) Completing a Background Check as described in OAR 407-007-0200 through 407-007-0370. Background check approval is effective for two years from the initial fitness determination; and
- (C) Enrolling, receiving, and submitting a National Provider Index Number.

(b) An applicant listed in the exclusions database of the Office of the Inspector General is not eligible to become an enrolled Medicaid provider according to OAR 410-120-1400(3)(b).

(6) All enrolled Medicaid providers must comply with federal, state, and Department conflict of interest regulations or policy. Stat. Auth.: ORS 409.050, 413.085, 427.104
Stats. Implemented: ORS 409.010, 413.085, 427.007, 427.104

(1) CERTIFICATION, ENDORSEMENT, AND ENROLLMENT. In addition to completing the provider enrollment requirements in OAR 411-380-0060, Benco direct nursing services will also have the following:

- (a) A certificate and endorsement to deliver direct nursing services according to OAR chapter 411, division 323.

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(b) A Medicaid Agency Identification Number assigned by the Department as described in OAR chapter 411, division 370.

(2) POLICIES AND PROCEDURES. Benco's direct nursing services will develop and implement written policies and procedures required for administration and operation in compliance with these rules including, but not limited to, all of the following:

- (a) Assuring each RN and LPN employed by Benco has a current and unencumbered license from the Oregon State Board of Nursing.
- (b) Protecting individual rights according to OAR 411-318-0010.
- (c) Addressing individual complaints according to OAR 411-380-0040.
- (d) Complying with all of the following:
 - (A) Management and personnel practices described in OAR 411-323-0050.
 - (B) Confidentiality of records according to OAR 411-323-0060.
 - (C) Inspections and investigations according to OAR 411-323-0040.
 - (D) Complaints of abuse and serious incidents will be treated as described in OAR 411-323-0063. Stat. Auth.: ORS 409.050, 413.085, 427.104
Stats. Implemented: ORS 409.010, 413.085, 427.007, 427.104

Approved By: Julie Hansen
Julie Hansen, Benco Board President

Date: 8/17/23