

**Oregon Department of Human Services Feasibility Listing
Alpha Order by Service**



Feasibility Study Statement

This document is a living document and will be updated as new services are identified. It is designed to assist you in determining if you need to complete a feasibility study. The decision for each service has been made as a guide, not an absolute. If you have concerns or inquiries regarding any service listed on this document please contact your Human Resources representative who will assist you on a case-by-case basis to make a determination. Please contact your Human Resources representative regarding contracting for any services not currently on this list.

Alpha Service Types	Definitions	Feasibility needed	
		Yes	No
Abuse Hot Line	Toll free hotline for reporting abuse (child abuse, spousal abuse, etc.)	X	
Abuse Reporting	Any reporting system set up for the reporting of abuse.	X	
Acceptance Testing	Preparation of user and technical acceptance testing methodology for the system, including testing procedures and establishment of a test version of the system (including draft system documentation), equipment configuration, demonstrations on the test system(s) that accurately reflect how the system operates with a full database and with a full number of staff operating the system as if under operational conditions.	X	
Administrative Activities	Provision of third party assessment, evaluations and research for the Division.		X
Adoption training/ transition/support	Assist children and families during the adoption process	X	
Adoptions/Independent	Adoptions process by an independent organization	X	
Adoptions/In-State	Adoptions processed within Oregon	X	
Adoptions/Out-of-State	Adoptions processed anywhere outside of Oregon	X	
Adult Day Care / Services	Provision of Adult Day Services (Respite Care) for Clients		X
Adult Foster Care	Residential placement of Clients		X

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Alcohol & Drug Services	The services of anyone who is providing rehabilitation services for Alcohol or Drug abuse issues		X
Alcohol & Drug Specialist	To acquire the services of someone with expertise in Alcohol and Drug dependancies and how to deal with them.		X
Alcohol & Drug Treatment Services	Professional provision of screening services, testing and counseling to Division clientele. Assisting staff in analysis and progress of Division clientele		X
Anger Management	Classes to teach skills to control anger for both parents and/or children.		X
Architectural & Engineering			X
Armed Security Guard Services	Services of an Armed Security Guard to protect a threatened office or individual		X
Assessments	Provision of evaluation services to provide the DHS staff in determining strengths and weaknesses that would contribute to case planning. Psychological, behavior, parenting, etc which provides the caseworker with a written assessment to use in case planning to meet the needs of the children and family.		X
Assisted Living Facility	Assisted Living Facility placement of Clients		X
AT&T Language Line Services	The Language Line that provides interpretation services over the phone and is run by AT&T		X
Attorney	Conservatorship / Guardianship attorney representation for Clients		X
Audio/Visual Equipment	The purchase or rental of cassette recorders, video recorders, etc.		X
Behavioral Psychologists Treatment	They analyze behaviors of children and make recommendations on actions to be taken.	X	
Behavioral Rehabilitation Services	Residential placement for children with severe behavioral issues that require 24 hr supervision.		X
Braille	Translation of written materials into Braille		X
Calculation of Capitation Rates	Provides services of calculation of capitation rates.	X	
Chemical Dependency Organization	Treatment services for drug/chemical abuse		X
Child Care Services	Provision of child care services to children of DHS clientele in support of the case employment plan and employment activities related to self-sufficiency.		X
Children's Foster Care Homes	Provides residential services for children		X

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Classroom Aide	Sit in class with a child to keep them on task and assist them with assignments.		X
Computer Hardware	Trade Service Contract for hardware		X
Computer Hardware Maintenance	Maintenance of Computer Hardward (I.e. monitors, CPUs, etc)	X	
Conference Facilites & Services	Coordination of local, regional and statewide conferences for DHS employees and community partners. Setting up all logistic arrangements of the conference or training.	X	
Conference Room Rental	Acquisition of a room for conferences by use of a PO or trade service contract		X
Construction	Remodeling of a State Office, e.g., adding counters, removing counters, wiring, installation, building additions, clean up debris, making a state building or home handicapped accessible, etc.	X	
Consultation	The analysis of client related data and conditions by a third party to assist in the development of an individual's self-sufficiency plan. A person to attend the family meetings with the Department and other partners and discuss a families history, medical info, etc. Management structure analysis.	X	
Counseling (Ind, Family, etc)	Individual or Family provided by a licensed professional regarding many different issues such as grief, adoption prep/transition, behaviors, etc.		X
Criminal History Checks	The processing of Criminal History checks outside of DHS for DHS Contractors, Clients, or staff	X	
Data Base Administration	Development of database and A proof of concept systems; design and development of database structure and schema	X	
Data Base Analysis	Design, implementation and maintenance of business critical automated systems, development of database specifications; coding and implementation of database structures.	X	
Database Development	The development and creation of new databases.	X	
Data Communications Analysis	Analysis, design, cost benefit analysis, installation, modification, testing, diagnosis, maintenance and day-to-day support of the hardware and software systems for the data communications network	X	
Data Conversion	Data collection and storage; preparation of electronic forms using data already collected; screen narratives; enhancement of functionality; improvement of capacity; and transfer of data.	X	
Data Processing	Data entry services	X	
Day Treatment	Day care services for children or adults who require specialized care.		X
Dental Care Organization	Dental care to OHP clients		X

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Dental Services	The procurement of Dental services for an individual client or for OHP clients.		X
Detailed Design Documentation	Development of logical and physical design	X	
Develop Model Plan	Assist with the development of a model plan for programs within DHS or DHS clients		X
Dieticians	Provide professional nutritional advice and planning for DHS clients.		X
Domestic Violence	Group counseling on domestic violence issues for offenders and non-offenders.		X
Domestic Violence Treatment Network	A coalition of local organizations and individuals who develop and implement services to assist victims of domestic violence. These organizations also provide training services to agency staff on how to work with clients who have domestic violence issues. Counseling to identify and change DV actions. Community programs including shelters and crisis telephone lines.		X
DUII Prevention	Both residential and out patient. Provided by organizations to clients referred by courts and other wise		X
DUII Rehabilitation	Both residential and out patient. Provided by organizations to clients referred by courts and other wise		X
Examination Administration	To proctor and/or grade professional related examinations. For those examinations that are not done within DHS		X
Extra Supervision	One-on-one supervision required in a residential placement for children who are at risk of harm to themselves or others who require 24 hour supervision.		X
Facilitation	Provision of professional facilitation skills to enhance training's or meetings.	X	
Family Group Home	Family type structured group living situation for children who can not live in a foster home.		X
Family Sex Abuse Treatment	Professional provision of treatment to victims of intra-familial sexual abuse and to the victim's non-offending parent and siblings.		X
Field Engineering	Deployment of IntraNetWare technology to the desktop PCS, analysis and recommendation for resolution of software/ hardware PC problems;	X	
Fingerprinting	Service to obtain criminal history records for foster home program applicants.	X	
Foster Care Certification	Design, manage, and perform a review of the foster care certification process.	X	
Foster Care Training	Assist a foster home to become licensed and be a safe place for the child.	X	
Fully Capitated Health Plan	FCHP services		X

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Funds Sanitary Survey Corrections	Survey of Sanitation plants throughout the state.	X	
Gambling Treatment Services	The treatment of gambling addictions.		X
GPS Equip. & Software	Contract to purchase GPS equipment and software for DHS		X
Graphic Design	Professional development of newsletters, publications and other graphic layouts for DHS.	X	
Grief Counseling	To obtain counseling from a grief counselor for staff or clients		X
Hearings officer	Reside as Hearings Officers over contested case hearings, and other administrative proceedings for DHS.		X
Hospice	The care of a critically ill patient within their own home setting		X
Housing Assistance	Assisting parents in getting appropriate and affordable housing for their family.	X	
Housing, Daycare, Outreach Services	Provision of specialized support services to clientele to assist in their self-sufficiency		X
Immunization Services	The services of a medical practitioner to administer immunizations		X
Implementation Planning	Analysis, evaluation, modification, design, installation, testing, diagnosis, and improvement of the operating efficiency of those internal software systems and products that are endemic to the successful and reliable ongoing operation of large scale, technically sophisticated, mission critical computer systems	X	
Individual Education and Family Ser	School based health care services for medicaid eligible children		X
Individual/Family therapy	Professional services provided to build appropriate family relationships. A professional to work on building family relationships, work on domestic violence issues, etc.		X
Information & Referral	Access to other agency or community partners I & R systems and/or having someone set up an I & R system for the agency.	X	
In-Home Services	The services of an individual providing care to a client within their own home.		X
Inmate Work Program	Inmate labor to answer inbound telephones for OHP applications and medical claim information	X	
Intensive Family Services	Provide time limited brief family therapy services for families to discover solutions to challenges and to keep the children in the home.	X	
Intensive Home Based Services	Intensive crisis intervention for families where there is a safety risk to the children.	X	

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Interpreters	Provision of oral interpretation services in a non-English language.	X	
Investigator	Investigates complaints regarding licensees; interviews licensees, complainants, witnesses. Testifies as required in contested case hearings.	X	
Janitorial	Routine cleaning to maintain State Offices., mopping, vacuuming, dusting, cleaning of restrooms, etc.	X	
Job Rotation Agreement	An agreement between two State entities whether between two DHS clusters, DHS and another state entity etc. for the movement of an employee from one office to another on a limited time basis.		X
Job Opportunities & Basic Skills	Consultation Services to provide consultation to and advises/directs Direct Care Staff on teen pregnancy, alcohol and drugs, etc.	X	
Job Rotation Agreement	The agreement between two DHS units regarding the placement of a staff member from one unit to another.		X
JOBS Support Services (Job Opportunities & Basic Skills)	Provision of services to assist clientele while in assessment for or participating in JOBS services and employment. Services may include, but are not limited to day care, work clothing, transportation, vehicle repair, parenting classes, etc. Local admin, management and delivery of JOB's program to individuals	X	
Lease	The leasing of a building		X
Legal Services	The acquisition of legal services outside of state government		X
Lice	Lice Eradication	X	
Lifespan Respite Care Network	This is a community-based system of accessible respite care services for any individual and/or family regardless of age, income, ethnicity, race, special need or situation. These services can include providing respite related information to the community recruitment and training.		X
Mediation & Facilitation	A mediator to assist with adoption rights and relinquishment of parental rights who works between the children, parents and potential adoptive family. Mediate between foster families and biological families regarding visitation.		X
Mental Health Assistant	A person to make field assessment of the mental health of a family and the safety of the child.		X
Mental Retardation and Developmenta	Residential care and related services to children who require specialized care to reach their maximum potential for self support/sufficiency.		X
Mentor	A one to one relationship with a child or adult to provide guidance on behaviors, child rearing, housekeeping, etc.		X

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Network Analysis	Definition, deployment, installation and maintenance of LAN requirements, CASE requirements, personal computer requirements; detailed systems design for LAN, WAN, and CASE; Installation and maintenance of user software; development of strategic plans; evaluation of technology, protocols, operating systems and application software used for email, remote access, internet and intranet systems	X	
Neuropsychological Evaluation	A professional to determine if a parent is capable of parenting their child.		X
Non-Medical Transportation	To provide rides to appointments other than medical that allows and supports self-sufficiency & daily living.	X	
Nursing Facility	Nursing Facility Care placement of Clients		X
Nursing Facility Out-of-State	Out of state care of an Oregon client		X
Nursing Services	Supplements staff of State Operated Community Program Homes for nursing care, (RN's , LPN's and RRT's) and provides in-home nursing services to clients.		X
Operational and Architectural Support	Operational support including: Database administration; Software configuration management; Application software version control; Regression testing to locate operating problems in field offices; Development of procedures and training Help Desk staff to resolve user problems; Implementation and maintenance of change control procedures. Architectural services to assure that systems operate efficiently in the hardware and communications environment installed in the local offices including: Service level reviews and analysis of Local Area Network; Performance analysis of database and hardware facilities and System performance and availability modeling.	X	
Online Services/Agreements	Electronic access to client records		X
Oregon Health Plans	Medical care to OHP clients		X
Orthodontia	Services for children that are not paid by DHS funds but are necessary for the self-esteem or safety of a child.		X
Outreach Agreements	Enrollment/application services to clients	X	
Parent Training	Teaching parents how to budget, how to use transportation systems, clean, care for their children, make medical appointment, get housing assistance, get them in touch with community resources, etc.	X	
PC Analysis	Definition of detail system requirements; programming and modification to existing applications using word processing, spreadsheet, desktop database or other software packages. May program in BASIC, dBASE, Visual Basic, C, C++, or other programming languages; analysis, design, program, documentation, and testing of applications to develop, enhance or modify existing application programs and systems.	X	

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Physicians, Pediatricians, Internists	Provide medical treatment to DHS clients.		X
Placement Services	Short form for the placement of a child in an emergency situation		X
Polygraph Testing	A test administered by a professional to determine possible sexual abuse and then have the test interpreted and returned to the caseworker.		X
Printers/Peripheral Procurement	The procurement process to acquire printers and peripheral computer equipment for the department.		X
Private Admission Assessment	PAAs are performed by RNs for non-Medicaid eligible individuals applying for or considering admission to a Medicaid certified nursing facility in accordance with OAR 411-071-0000 through 0115.		X
Professional Facilitator	Provision of professional facilitation skills to enhance training's or meetings.	X	
Professional Group Home	A group home that provides services to disabled or elderly clients		X
Professional Staff Training	Training of Counselors in counseling, record keeping, etc.	X	
Programming (several levels)	Construction of new programs and modification of existing programs; development of test plans, creation of test data; documentation of program and data structures; creation of contingency / disaster plans for recovery from operational failures; creation of detail system design documentation such as detail flowcharts and narratives, file definitions, screen layouts; evaluation of hardware / software constraints	X	
Project Analysis and Recommendation	Development of programs; modification of existing programs; analysis, design, documentation and testing of applications to develop enhancement and/or modify existing application programs and systems	X	
Project Management (as it relates to OIS)	Direction of technical staff in the performance of tasks needed to insure that the projects assigned are completed on time and will meet the needs and expectations of the users; independent in-depth research and recommendations; performance of long-range, strategic planning, often covering multiple software and database platforms; advice to business partners, customers, and top-level management on the feasibility of planned large-scale system enhancements; evaluation and recommendation regarding design proposals for technical soundness and long range strategic systems planning.		X
Prosecution	Reimbursing the allowable costs of district attorneys prosecuting violators of the Food Stamp program.		X
Psychological Evaluation	An evaluation by a professional to be used to diagnose a client and possible recommendation of medication or medication management.	X	

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Quality Assurance	Oversight of development of major information system projects; reporting and recommendation to project management, Information Resource Management Division of the Department of Administrative Services and the Joint Legislative Committee on Information Management Technology; review of the project for identifiable risks, benefits, and risk mitigation strategies		X
Recruitment	Contracts for professional executive search services for recruitment.	X	
Refugee Services	Specialized native language provision of employment related services, case coordination services and support services to clients.		X
Registered Nurse	Contracted RNs for Client treatment. Mentoring of contracted RNs	X	
Reproducing Microfilm onto compact	Reproduction of microfilm documents for DHS Divisions.	X	
Requirements Analysis	Definition of system requirements and in creating a system design.	X	
Requirements Definition & Documentation	Development of analysis, requirements, and proof of concept to transfer data to and from other systems.	X	
Residential and Vocations Providers	Provides services to individuals with developmental disabilities.		X
Residential Care Facility	Residential Care Facility placement of Clients		X
Residential Care Facility - Alzheimer	Residential Care for an Alzheimer client		X
Residential Care Facility - Enhance	Residential Care for clients needing additional services		X
Residential Day Treatment	Day and Residential Treatment Services for individuals with mental health problems.		X
Residential Placement	24 hour shelter care for a child with no place else to go.		X
Residential Treatment Facility	Standard Residential Care facility services		X
Respite Care	A person to stay with a child or adult who requires 24 hour care while the caretaker or parent takes time off.		X
Risk Assessment	Evaluation of strategic plan, project development of mission; assessment of risks, and development of mitigation plan.		X
Security Alarm Installation	Purchase and installation of security and/or alarm systems in DHS facilities.		X

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Security Guard services	To acquire the services of an unarmed security guard for any DHS office or staff.		X
Sex Offender Treatment	Provides psychological assessment and treatment to sex offenders.		X
Shelter	Emergency short term care to assist in an assessment and planning for the child.		X
Shopping Assistance Services	The services of a friend, neighbor, etc. to purchase groceries for a home bound individual		X
Sibling attachment assessment	A person to meet with each of the children, the parents, therapists and doctors, and then complete an assessment for the Department to use to determine the best placement needs of the children		X
Skillbuilder	Teach skills to parents or children and then follow through to make sure with the additional skills they can safely parent their children.		X
Speakers for conferences	Speakers for DHS training and conferences		X
Specialized Living Facility / Servi	Specialized Living Services for Disabled / Injured Clients needing intensive treatments		X
Speech Pathologists	Provide professional speech pathology services to DHS clients and families.		X
Strategic Planning	Develops a plan to assist DHS in meeting its goals, includes emergency disaster planning, system operations, etc.	X	
Supervised/Therapeutic Visitation	A person who is in attendance with a child while visiting a parent/during the visit they may complete an assessment of the interactions of the family and make recommendations.	X	
Support Enforcement (Data Exchange)	Provide payment to financial institutions for the direct costs of completing Financial Institute Data Form (FIDM) used in support enforcement.		X
Support Enforcement (legal actions)			X
System Analysis	Analysis, design, cost benefit, acquisition, installation, modification, testing, diagnosis, maintenance and day-to-day support of the hardware and software systems software which comprise the data communications network, including consultation, planning, network design and implementation using appropriate protocol, hardware and software; enhancement and modification of communications network systems; communications software programming i.e., diagnostic software and equipment; diagnosis and correction of network system failures	X	
System Documentation	Development of written system documentation and acceptance criteria methodologies; development of documentation standards	X	
System Integration Planning	Development of initiatives for an integrated, division-wide systems linking all programs		X

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System Training	Transfer of knowledge, skill, and ability of a given system or subject, including on-site experience with the system as well as informal training; development of training materials, including a syllabus, training session instructions, handouts, and evaluation materials by which the state can provide subsequent training to local level users.	X	
Technical Assistance	Provides training & technical assistance for projects such as: Residential Outcomes, Person Centered Plannin Project, Autism Training Project, community Support Strategies & Crisis Management, Oregon Intervention System, Special Project Management, and Supported Employment	X	
Technical Evaluation Services	Review of clinical health records that contract with DHS		X
Temporary Services	The acquiring of a temporary to assist within DHS.	X	
Therapeutic Support	Transport child to court hearing and provide support and assistance to the child, etc	X	
Therapeutic Visitation	See Supervised/Therapeutic Visitation	X	
Therapists - Occupational and Physi	Provides professional physical and occupational therapy to DHS clients.	X	
Therapy Services	The services of a physical therapist, speech therapist or other type of therpeutic personnel		X
Tobacco Education & Prevention	Provide smoking cessation programs. Develop and implement strategies for reducing tobacco use and exposure to secondhand smoke.		X
Tracker	Someone to take a child to and from school or other appointment to make sure they get there.	X	
Trainings	Provision of skill development activities to DHS staff and partner staff. Presentations of specialty and canned (i.e. WordPerfect, CPR, etc.) topics	X	
Translation of Written Documents	Provision of written, audio, or Braille translations of English language materials and the written and audio translations of materials into a non-native language.		X
Transplants	Organ transplant surgery		X
Transportation Services	Transport children to medical appointment, court hearings, family visits, etc. Emergency and non-emergency medical transportation of OHP clients.	X	
Trauma Hospital Evaluation	Outside physician evaluates the medical condition of DHS clients admitted to hospitals.		X
Tutoring	A person to assist a childor adult in an academic field that they may be falling behind in or an area they are needing assistance to remain at their appropriate grade level.		X
Unarmed Security Guard	Unarmed security guard services to ensure employee and client safety at DHS facilities.		X

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User Support Analysis	Installation of hardware and software; diagnosis of problems in the data communications network; review of specifications and documentation for installation; installation of communication systems; modification of data communication systems to incorporate changes or enhancements	X	
Ventilator Services			X
Volunteer Services	Use of volunteers in the delivery of program services, Volunteer services in each community and based on the needs of both the volunteers and programs involved.		X
Waste Management	The management of waste in Oregon.		X
Web Page Design	Development of interactive web page with graphics and links to various other web sites, technical support and maintenance/update training of the web page.	X	
Wrap Around Case Management	Teach life management skills, independent living skills, parenting skills, tools for a parent to provide a safe environment for their child.	X	