

Additional Funding Released

Starting Oct. 5, you can apply to receive funds based on assessed revenue losses and expenses due to COVID-19. The opportunity to receive up to 2% of annual revenue from patient care remains active.

Dear Valued Provider:

Healthcare providers, including your organization, may now apply for the recently announced Phase 3 General Distribution of the Provider Relief Fund (PRF). The U.S. Department of Health and Human Services (HHS), through the Health Resources and Services Administration (HRSA), will be distributing up to \$20 billion in Phase 3, as part of ongoing efforts to offer financial support to healthcare providers for expenses and lost revenues attributable to the coronavirus disease 2019 (COVID-19).

You may be eligible for additional funding from the Phase 3 General Distribution. Applications for Phase 3 opened on Oct. 5, 2020 and will close on Nov. 6, 2020 at 11:59 p.m. ET.

Who is eligible?

You may be eligible regardless of whether you previously were eligible for, applied for, received, accepted, or rejected payment from prior PRF general distributions. You should apply for funding if you experienced expenses and/or lost revenues attributable to COVID-19 that have not been reimbursed by other sources.

What's new in Phase 3?

Under this Phase 3 General Distribution allocation, providers, including those who have already received Provider Relief Fund payments, will be invited to apply for funding that considers financial losses and changes in operating expenses caused by COVID-19. Additionally, all provider submissions will be reviewed to confirm they have received a Provider Relief Fund payment equal to approximately 2 percent of patient care revenue from prior general distributions. Applicants that have not yet received Provider Relief Fund payments of 2 percent of patient revenue will receive a payment that, when combined with prior payments (if any), equals 2 percent of patient care revenue.

HHS encourages providers to submit their applications as soon as possible to expedite the review process and payment calculations, and ultimately accelerate the distribution of all payments. Visit hhs.gov/providerrelief for updates about timing and deadlines.

Action required

Submit your application to the [Provider Relief Fund Application and Attestation Portal](#) between Oct. 5, 2020 and Nov. 6, 2020 at 11:59 p.m. ET to be considered for funding from the Phase 3 General Distribution.

The Portal will collect financial information including operating revenues and expenses from patient care. Please note that the Phase 3 application is slightly different from the Phase 2 form, requiring additional revenue and expense data entries in order to calculate payment based on assessed financial impact of COVID-19. Even if you previously submitted revenue information, you will need to submit a new application so HHS can collect all required fields. All payments will still be subject to the rules regarding permissible use of PRF payments.

The application instructions and sample application form are available at [hhs.gov/providerrelief](https://www.hhs.gov/providerrelief). The website also includes a step-by-step application guide and FAQs. Download and review all of these documents to help you prepare for the process.

HHS will host a webcast on Oct. 15, 2020 at 3 p.m. ET for potential applicants to review the application process and have their questions answered. Please **register now** and check the PRF website for updated information.

Additional information

For additional information, please call the Provider Support Line at (866) 569-3522; for TTY, dial 711. Hours of operation are 7 a.m. to 10 p.m. Central Time, Monday through Friday. Service staff members are available to provide real-time technical assistance, as well as service and payment support.

Thank you for all you are doing to support and protect the American people during this difficult time.

Thomas J. Engels
Administrator
Health Resources and Services Administration
United States Department of Health and Human Services

Program eligibility and allocation of funds is determined by HHS (and may be necessary) and available funding. See details at <https://www.hhs.gov/coronavirus/cares-act-provider-relief>.

RC	RC Code	Acronym	DDS Ops Reported to CMS			FY18-19 PEP			Applied	Date Applied	Gross Revenues #10			Comments
			CY18	CY19	2%	YTD ICF SPA	2%	Source			Amount	Amount Received		
Alta	384	ACRC	\$34,631,948	\$34,823,340	\$696,487	\$5,050,000	\$101,000	Yes	7/31/2020	DDS Report	\$34,000,000		Denied	
Central Valley	387	CVRC	\$37,052,982	\$35,060,007	\$701,200	\$8,200,000	\$164,000	Yes	8/14/2020	DDS Report	\$37,000,000		Deniod	
East Bay	380	RCEB	\$30,515,152	\$30,850,452	\$617,009	\$6,113,865	\$122,277	Yes	7/31/2020	ICF SPA	\$8,220,965		Received notice to set up Optum for deposit	
East LA	373	ELARC	\$19,643,018	\$19,584,015	\$391,680	\$1,080,000	\$21,600	Pending					Still verifying TIN	
Far Northern	363	FNRC	\$14,235,052	\$12,705,113	\$254,102	\$2,685,560	\$53,311	Pending					Still verifying TIN	
Golden Gate	361	GGRC	\$22,584,059	\$22,081,514	\$441,630	\$9,570,783	\$131,410	Yes	8/28/2020	DDS Report	\$22,118,087		TIN validated	
Harbor	375	HRC	\$24,354,440	\$21,299,622	\$425,992	\$3,540,721	\$70,814	Yes	7/31/2020	ICF SPA	\$3,655,587			
Inland	369	JRC	\$64,705,476	\$54,163,510	\$1,083,270	\$17,278,646	\$345,573	Yes	8/19/2020	DDS Report	\$54,163,510			
Kern	372	KRC	\$16,567,844	\$16,420,108	\$368,402	\$3,414,814	\$68,296	Yes	7/27/2020	Allocation	\$24,104,468			
Lanterman	380	FDLRC	\$16,708,572	\$16,258,262	\$325,165	\$1,179,798	\$23,596	Pending					TIN validated	
North Bay	371	NBRC	\$18,045,555	\$16,883,985	\$337,680	\$2,182,023	\$43,640	Yes	7/28/2020	ICF SPA	\$4,935,827	\$98,717		
North LA	378	NLARC	\$38,973,139	\$38,170,304	\$763,406	\$8,630,402	\$172,808	Yes	8/28/2020	DDS Report	\$49,561,331		Indicated Medicaid was 76.22%	
Orange County	368	RCOC	\$39,917,544	\$34,841,841	\$682,833	\$9,601,942	\$182,039	No						
Redwood Coast	370	RCRC	\$6,845,493	\$8,433,748	\$168,675	\$131,248	\$2,625	Pending					Still verifying TIN	
San Andreas	365	SARC	\$21,421,735	\$24,066,511	\$481,330	\$1,812,288	\$36,248	Pending					Still verifying TIN	
San Diego	362	SDRC	\$47,846,361	\$48,621,739	\$932,435	\$12,000,000	\$240,000							
San Gabriel	379	SGPRC	\$29,684,876	\$26,745,335	\$534,907	\$6,727,228	\$134,545	Yes	8/19/2020	ICF SPA	\$8,947,669			
South Central	374	SCLARC	\$30,292,381	\$30,167,768	\$603,355	\$2,026,623	\$40,532	Yes	8/2/2020	ICF SPA	\$2,252,985	\$45,059		
Tri Counties	366	TCRC	\$28,475,152	\$27,400,695	\$548,014	\$7,900,000	\$158,000	Yes	7/30/2020	Other	\$27,557,624	\$551,152	Received notice approved but amount still pending	
Valley Mountain	377	VMRC	\$19,979,789	\$22,129,332	\$442,587	\$2,000,000	\$40,000	Pending					TIN validated	
Westside	376	WRC	\$16,290,829	\$14,917,389	\$288,348	\$2,000,000	\$40,000	Pending					TIN validated	
TOTAL			\$578,771,498	\$555,424,391	\$11,108,488	\$110,105,940	\$2,202,119				\$272,518,051	\$694,928		

SAN GABRIEL/POMONA REGIONAL CENTER

September 28, 2020

Mr. Robert Diaz, MBA
2125 19th Street Suite F12
Sacramento, Ca 95818

Re: Funding for Parent's Place (Telehealth Project)

Dear Mr. Diaz,

Consistent with public health policy tailored to prevent and slow the spread of COVID-19, in person therapies are limited or unavailable because physicians, healthcare practitioners and clinicians have integrated remote telehealth practice as an alternative service option.

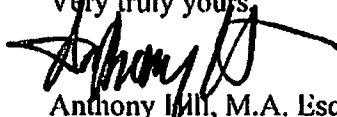
In response to this trend, San Gabriel /Pomona Regional Center (SG/PRC) with the permission of the Department of General Services has allocated over 250 iPads to Parent's Place establishing a technology lending library to reduce growing disparities within our community of individuals with developmental disabilities representing at least 13,000.

Many of the over 13,000 individuals served by SG/PRC live within low-income households. Invariably, the cost of digital technology is a major barrier blocking access to telehealth therapies for many children and adults with developmental disabilities. A family luxury in some cases superseded by families' need to allocate limited household income to avoid food insecurities and to sustain shelter and other necessities of life.

Mr. Diaz, our partnership with Parent's Place opens the door for shared opportunity to achieve our objective to slow prevailing disparities, regrettably accelerated through the COVID-19 Pandemic. Optimistically we are encouraged through furtherance of our intended outcome to assure essential services are delivered. With this goal leading us, we are requesting release of funds in the amount of \$24,476.18 from resulting trust held by your agency for cost related to Parent's Place implementation of its Telehealth Project.

Mr. Diaz, Parent's Place technology lending library is accessible only for individuals with developmental disabilities and their families served by SG/PRC. Attached you will find a copy of Parent's Place invoice detailing reasonable cost supporting our request that you release funds at your earliest convenience. Indeed, we value our partnership with your agency. Please stay safe and remain well.

Very truly yours,



Anthony Hill, M.A. Esq.
Attorney at Law
Executive Director
ahill@sgprc.org

Technology Lending Library



**San Gabriel/Pomona Regional Center &
Parents' Place Family Resource & Empowerment Center**



We are proud to present our new Technology Lending Library Program!

Are you a family member or person receiving services from the San Gabriel Pomona Regional Center who has not had remote access to telehealth, IFSP/IPP, day program, college courses or parent training because you lack access to technology? If so, please speak with your Service Coordinator to be referred to the Parents' Place Family Resource & Empowerment Center.

Parents' Place will be providing a technological device and/or connectivity through our Technology Lending Library Program.

Please note, you will need to be referred by your Service Coordinator.

**PARENTS' PLACE
FAMILY RESOURCE &
EMPOWERMENT CENTER**

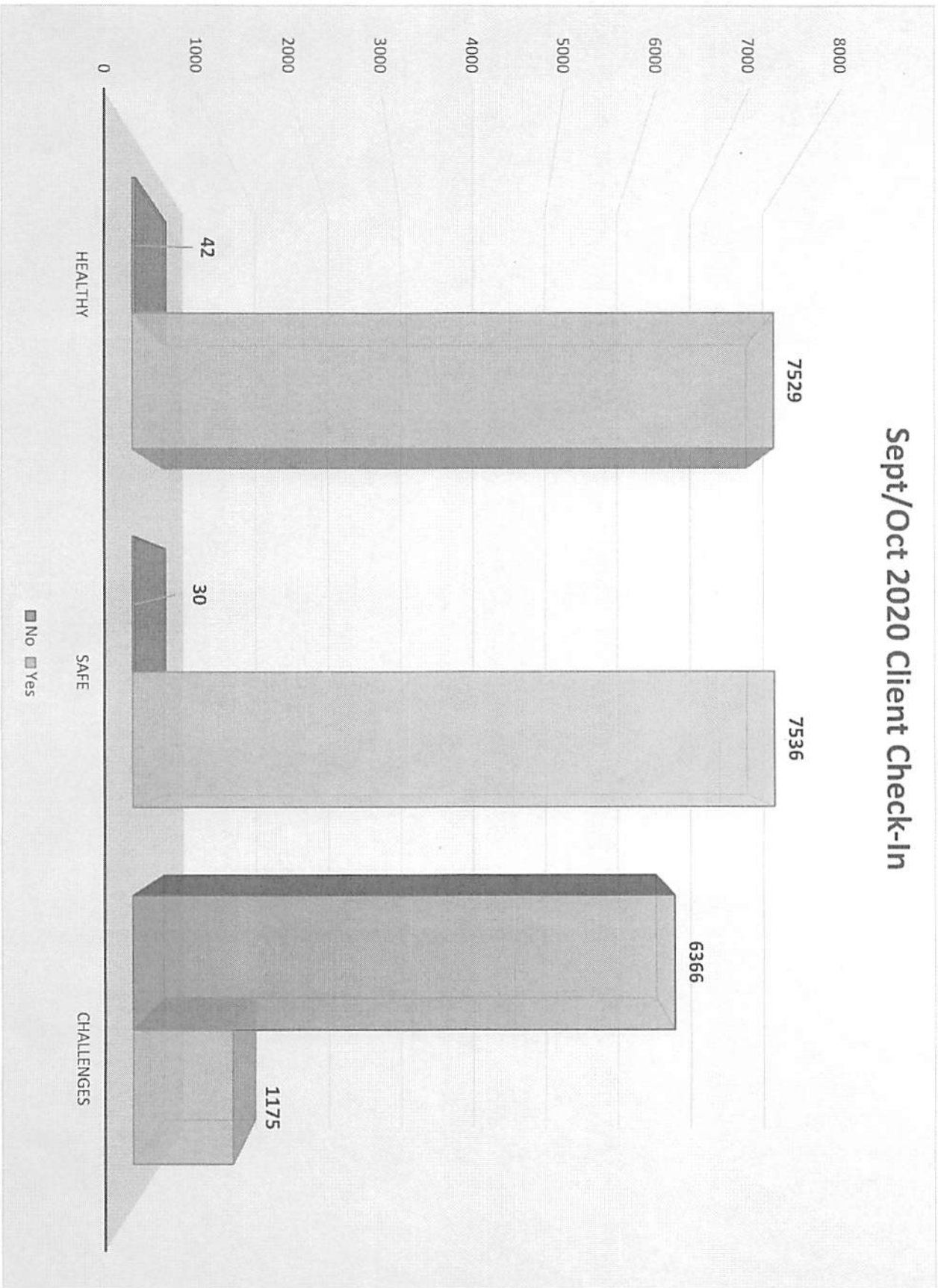
1500 S Hyacinth Ave., Suite B
West Covina, CA 91791

Phone: 626.919.1091

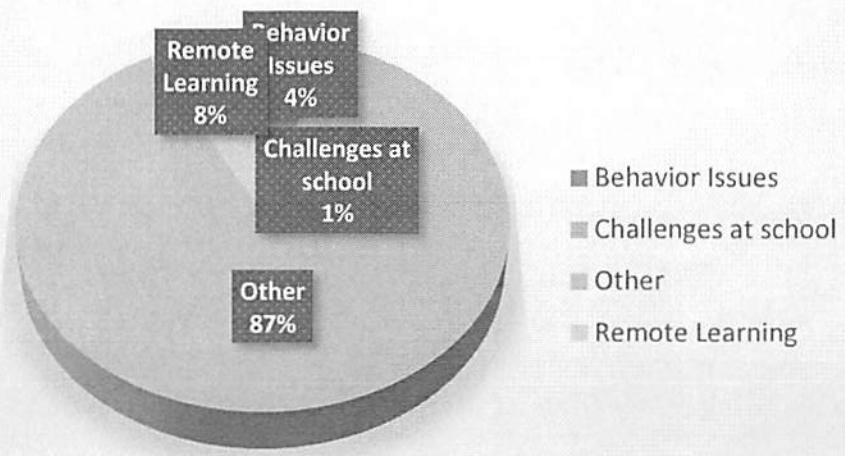
Email: empower@parentsplacefrc.com

Website: www.parentsplacefrc.com

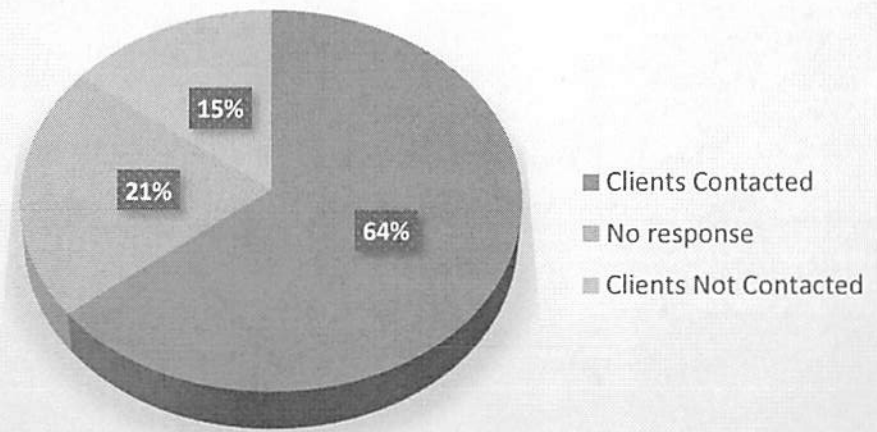
Sept/Oct 2020 Client Check-In



Sept/Oct 2020 Client Check In Comments



Sept/Oct 2020 Client Check In



Contact List	11795
Clients Contacted	7571
No response	2521
Clients Not Contacted	1703
% Contacted	85.6%

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 340, MS 3-12
 SACRAMENTO, CA 95814
 TTY (916) 654-2054 (For the Hearing Impaired)
 (916) 651-6309



September 16, 2020

Anthony Hill, M.A., Esq., Executive Director
 San Gabriel/Pomona Regional Center
 75 Rancho Camino Drive
 Pomona, CA 91766

Dear Mr. Hill:

Thank you for your service coordinator caseload survey emailed to the Department of Developmental Services (Department) on March 4, 2020. The data you provided indicate that, as of March 1, 2020, San Gabriel/Pomona Regional Center (SG/PRC) did not meet all the required caseload ratios mandated by Welfare & Institutions (W&I) Code §4640.6(c). This year the service coordinator caseload survey included reporting on a new, mandated caseload ratio requirement for individuals with complex needs. W&I Code §4640(c) was amended in July 2019, to require an average caseload ratio of 1:25 for individuals with complex needs, and this category is reflected in the table below. Specifically, SG/PRC did not meet required caseload ratios for the highlighted categories. Of the highlighted categories, SG/PRC caseload ratios for individuals age thirty-six months and younger, and over three years old, non-waiver, non-mover individuals have been out of compliance for two consecutive reporting periods.

Regional Center	On Waiver	Under 3 Years*	Movers Over 24 Months	Movers Between 12 and 24 Months	Movers Within Last 12 Months	Over 3 Years, Non-Waiver, Non-Mover*	Complex Needs
W&I Code Required Ratios	1:62	1:62	1:62	1:45	1:45	1:66	1:25
SG/PRC Number of Individuals Served	4,553	1,980	112	3	1	7,142	25
SG/PRC Ratios	1:65	1:64	1:35	1:31	1:18	1:71	1:65
CA Average	1:75	1:64	1:56	1:35	1:23	1:79	1:37

*out of compliance for two consecutive reporting periods

Anthony Hill, M.A., Esq., Executive Director
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Please note this is the first year in which regional centers were required to report caseload ratios for individuals with complex needs as per W&I Code §4640(c). Upon evaluation of the statewide data, the Department recognizes the methodology used to calculate the 1:25 caseload ratio may not be accurate for individuals with complex needs. The Department will work with the Association of Regional Center Association on a revised methodology.

This letter is to notify you that, as specified by W&I Code § 4640.6(f), SG/PRC is required to submit a plan of correction for the caseload ratio categories that were not met for two consecutive reporting periods. The plan of correction must be developed with input from the State Council on Developmental Disabilities, local organizations representing the individuals you serve, their family members, regional center employees, including recognized labor organizations, service providers, and other interested parties. Please include in your plan of correction how you incorporated feedback from all required stakeholders.

We encourage you to review your process for determining service coordinator caseload assignments to assist in meeting the required caseload ratios and in developing your plan of correction.

Please email your plan of correction within 60 days from the date of this letter to:

Email: OCO@dds.ca.gov

The Department is available to provide technical assistance with the development of your plan of correction. If you have questions, please contact Danielle Hurley, Research Data Specialist I, Office of Community Operations, at (916) 654-3228, or by email, at danielle.hurley@dds.ca.gov.

Sincerely,

Original signed by:

ERNIE CRUZ
Assistant Deputy Director
Office of Community Operations

cc: Gisele Ragusa, San Gabriel/Pomona Valleys Developmental Services, Inc.
Amy Westling, Association of Regional Center Agencies
Brian Winfield, Department of Developmental Services
LeeAnn Christian, Department of Developmental Services
Uvence Martinez, Department of Developmental Services
Jacqueline Gaytan, Department of Developmental Services
Danielle Hurley, Department of Developmental Services

San Gabriel Pomona Regional Center COVID-19 Data

Total Cases: 867,317
 Hospitalizations: 2,286
 Deaths: 16,943

San Gabriel Pomona Regional Center COVID-19 Report Week of 10/19/20

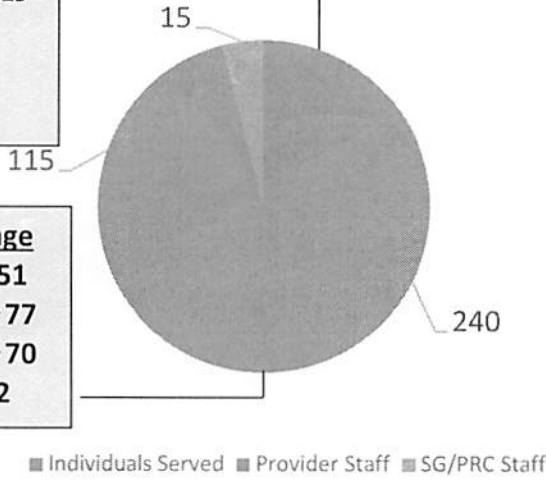
SG/PRC TOTAL COVID-19 CASES 2020

Living Situation

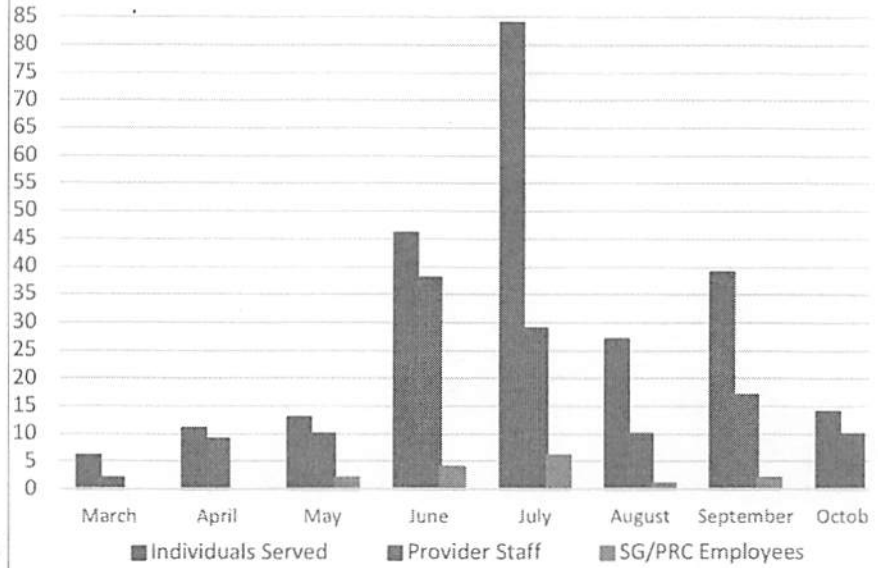
Family: 111
 Res. Facility: 29
 ICF: 64
 SNF: 19
 ILS/SLS: 15
 Other: 2

Age Range

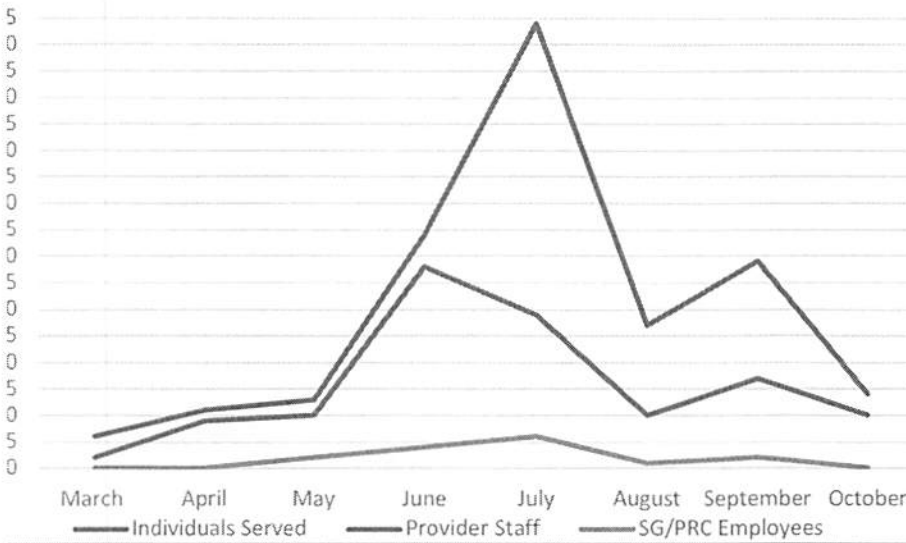
0-17 → 51
 18-40 → 77
 41-64 → 70
 65+ → 42



San Gabriel Pomona Regional Center Positive COVID-19 Cases 2020



San Gabriel Pomona Regional Center Positive COVID-19 Cases 2020



COVID-19 Deaths of Individuals Served

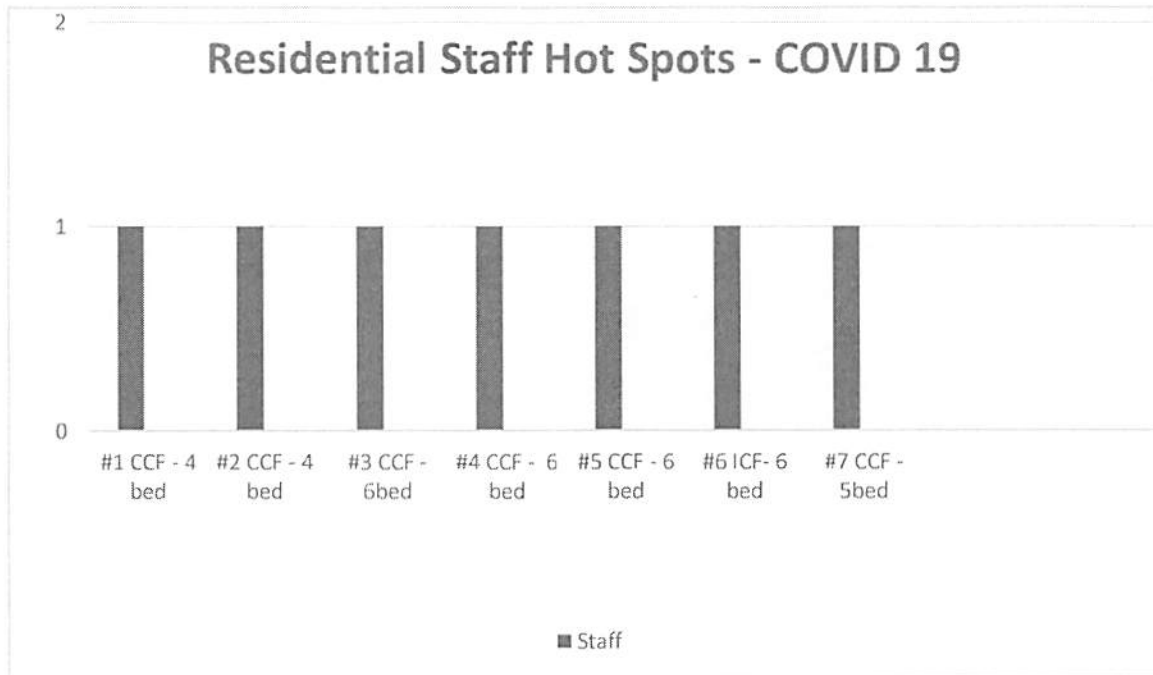
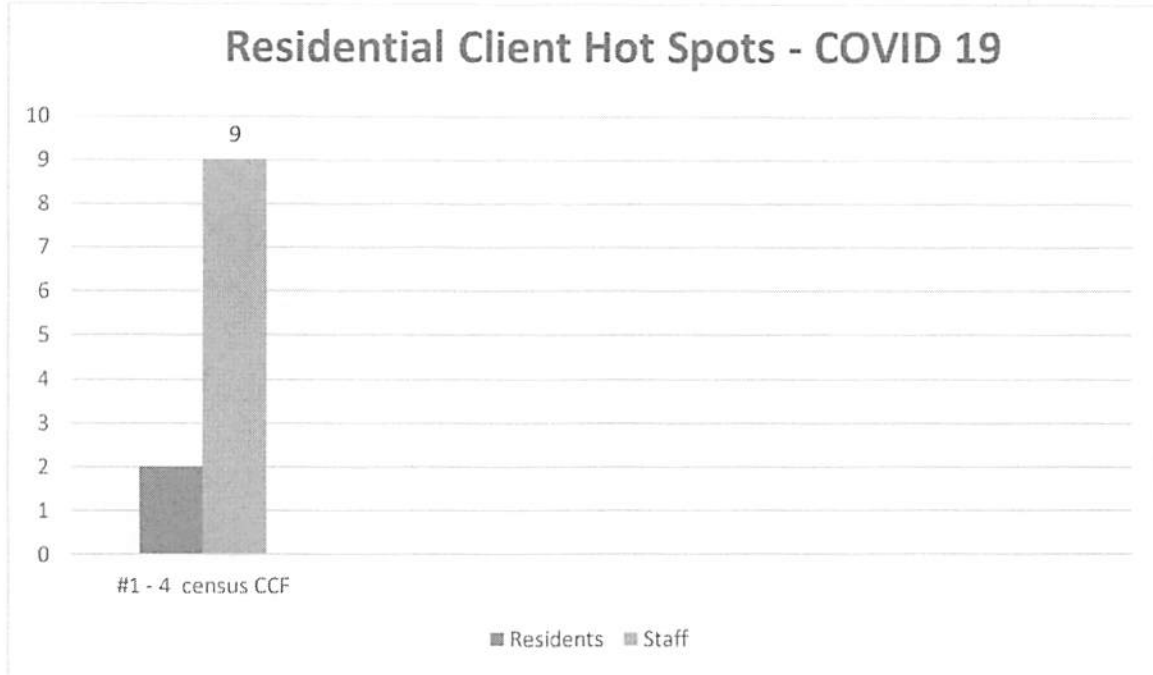
March	4
April	1
May	3
June	2
July	4
August	1
September	1
TOTAL	16

Los Angeles County Public Health Data

New Cases (Weekend Total)	1,311 (week avg. – 13,215)
Total Cases	288,451
Current Hospitalizations	752 (27% - ICU)
Total Deaths	6,876
Reopening Metrics	
Positivity Rate	3.2%
New Cases per 100,000	7.6 total daily
SG/PRC SERVICE AREA HOTSPOTS / TOTAL CASES	
Pomona	5,880
El Monte	4,667
Baldwin Park	3,231
West Covina	3,097

WIDESPREAD Most non-essential indoor business operations are closed.	More than 7 Daily new cases (per 100k)	More than 8% Positive tests
SUBSTANTIAL Some non-essential indoor business operations are closed.	4-7 Daily new cases (per 100k)	5-8% Positive tests
MODERATE Some business operations are open with modifications.	1-3.9 Daily new cases (per 100k)	2-4.9% Positive tests
MINIMAL Most business operations are open with modifications.	Less than 1 Daily new cases (per 100k)	Less than 2% Positive tests

ATTACHMENT E



As of October 18, 2020

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 240, MS 2-13
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1897



August 31, 2020

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: DEPARTMENT DIRECTIVE 01-083120: POLICIES AND PROCEDURES FOR UTILIZING ALTERNATIVE NONRESIDENTIAL SERVICES DURING THE COVID-19 STATE OF EMERGENCY

This supersedes the Department of Developmental Services' (Department) July 17, 2020, Directive titled, "Department Directive 01-071720: Providing and Claiming for Nonresidential Services During the State of Emergency."

This Directive outlines the policies and procedures for reimbursement of claims for providing nonresidential services using alternative approaches during the COVID-19 State of Emergency.

Governor Gavin Newsom's Executive Order N-75-20 issued on August 24, 2020, suspends Title 17, California Code of Regulations section 54326(a)(11), as applied to payments that would otherwise be made in connection with the COVID-19 State of Emergency. The Executive Order directs the Department to develop and implement policies and procedures to allow provision of nonresidential services to individuals with developmental disabilities.

Beginning September 1, 2020, regional centers and providers shall follow the policies and procedures outlined in this Directive when utilizing Alternative Nonresidential Services (Alternative Services). The purpose of these policies and procedures is to permit Alternative Services that meet the individual needs of consumers, sustain the state's developmental services provider network, and continue receipt of federal reimbursement for services provided to consumers during the COVID-19 State of Emergency.

Alternative Services do not apply to the following:

1. Services to a consumer that are able to continue as they did before the COVID-19 State of Emergency that meet the needs of the consumer; or
2. Services to a consumer that are able to continue as they did before the COVID-19 State of Emergency via remote delivery or in alternate locations that meet the needs of the consumer. Refer to Department-issued Directives regarding the provision of services via remote delivery or in alternate locations.

"Building Partnerships, Supporting Choices"

Regional Center Executive Directors
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I. Alternative Nonresidential Services Model (Alternative Services)

Providers of nonresidential services, as defined in Title 17 section 54302(a)(49), may utilize Alternative Services, if needed, to meet a consumer's service needs. When providing services to consumers during the COVID-19 State of Emergency, providers shall be creative, resourceful and make modifications as needed to how existing services are delivered. Any Alternative Services used shall be responsive to each consumer's current needs and be mindful of the importance of safety during the COVID-19 State of Emergency, including compliance with applicable state and local health orders and licensing requirements. Details on implementation of Alternative Services are in Section V of this Directive.

Alternative Services shall include the following:

- a. Supports related to minimizing the exposure to or impact of COVID-19 on the consumer;
- b. Completion of an individual assessment of skills, preferences, and service needs for the consumer;
- c. Completion of an individualized service plan to provide needed services for the consumer;
- d. Alternative services delivered to the consumer via telephone, video or other electronic communication;
- e. Delivery of supplies or other items to the consumer's home needed to provide services or supports;
- f. Use of self-guided training and educational materials supplied to the consumer by the provider intended to support the consumer's service;
- g. Skills training to individuals within the consumer's household who are specifically designated to support the consumer;
- h. Alternative services provided in-person at the consumer's home, in a community setting, or at the provider's facility, modified to comply with the most protective state or local COVID-19 safety guidelines in effect at the time the service is to be delivered;
 - o Provider staff must be trained on COVID-19 safety precautions prior to the delivery of in-person services.
- i. Supports for transition to the Self-Determination Program; and
- j. Other modifications to nonresidential services that are approved by the consumer that further or achieve his or her service needs.

Provider staff should receive training necessary for Alternative Services. This training may include, but is not limited to, the following:

- a. COVID-19 safety precautions for both staff and the consumer;
- b. Delivering services using the person-centered planning and approach criteria set forth in Title 42, Code of Federal Regulations section 441.540;

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- c. Informed decision-making so that consumers can understand what choices they have in receiving services and understand the benefits, risks and responsibilities associated with the service choices available to them;
- d. Self-Determination Program requirements;
- e. Developing written materials using plain language that can be readily understood by consumers;
- f. Using alternative communication technology, tools or methods to deliver services;
- g. Delivering services in a manner accommodating the cultural and linguistic needs of the consumer; or
- h. Use of technology utilized to deliver services.

II. Certification

Alternative Services shall be permitted where the provider certifies in writing to the regional center prior to seeking reimbursement, that:

- a. The provider has engaged consumers about their need for and interest in Alternative Services as an option;
- b. The provider has advised consumers of the specific steps they can take if they disagree with the Alternative Services offered by the provider;
- c. The provider has or will prepare an individual service plan that specifies the Alternative Services identified through the consumer engagement;
- d. The provider has trained staff on COVID-19 safety precautions prior to the delivery of in-person services;
- e. The provider will continue to comply with the most protective state or local COVID-19 safety guidelines in effect at the time in-person services are to be delivered;
- f. The provider will maintain a specified phone number and email address and be responsive during the time services are being provided;
- g. The provider will maintain documentation of services provided as required by Title 17 section 54326(a)(3);
- h. The provider will maintain staff to provide services; and
- i. The provider will identify one or more of the Alternative Services to be offered.

For the purpose of certification, providers will use the Enclosure. Certification must be provided to the regional center prior to submitting the first claims for each vendorization that includes provision of Alternative Services. The provider shall update the certification only if there are changes to the Alternative Services offered prior to submitting claims.

III. Reporting

On or before the fifth day of each month the provider shall submit to the regional center a written report for each vendorization of the Alternative Services provided for the prior month.

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This requirement applies to any provider that provides Alternative Services to one or more consumers. The initial report, covering the period of September 1, 2020 through October 31, 2020, shall be submitted by November 5, 2020. Each report shall include, but not be limited to:

- a. The total number of consumers with service authorizations.
- b. The number of consumers with service authorizations for traditional services.
 1. The number of consumers who received traditional services.
 2. The number of consumers who did not receive traditional services.
- c. The number of consumers with service authorizations for Alternative Services.
 1. The number of consumers who received Alternative Services.
 2. The number of consumers who did not receive Alternative Services.
 3. The number of consumers who received each type of Alternative Service.
 4. For each consumer, the number of days an Alternative Service was received.
- d. The provider's verification of compliance with the most protective state or local COVID-19 safety guidelines in effect at the time in-person services were delivered.

For the purpose of monthly reporting, providers shall use a reporting format issued by the Department. Further guidance is forthcoming.

IV. Service Rate

For September and October 2020:

- a. Providers shall use the current authorized rate and each consumer's average monthly attendance over the prior 12 months ending February 2020 for each consumer who received Alternative Services and the provider complied with Section V.
- b. Providers shall not submit reimbursement claims for consumers who did not receive services.

For November 2020 and subsequent months:

- a. The monthly unit rate will be uniform for all consumers served by the provider within each vendorization.
- b. Providers shall use the monthly unit rate (described below) for each consumer who received Alternative Services.
- c. Providers shall not submit reimbursement claims for consumers who did not receive services.
- d. Further guidance is forthcoming for providers not reimbursed by individual consumer service authorizations (i.e. service contracts).

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For vendorizations prior to March 2020, the monthly unit rate calculated by the Department shall use the following methodology:

- a. Taking the total amount billed over the 12 months ending February 2020, divided by the total number of consumer months of service during the 12 month period.
- b. The total number of consumer months of service is the sum of the number of consumers receiving services each month during the 12 months ending February 2020.
- c. Rate calculations shall only include months in which reimbursement to the provider for a consumer is greater than zero.
- d. The calculation shall include adjustments for rate changes that occurred during or subsequent to the 12 months ending February 2020.

For vendorizations March 2020 and thereafter, the monthly unit rate calculated by the regional center shall use the following methodology:

- a. First, establish the unit rate (e.g. daily, hourly, etc.) based on the type of service to be provided utilizing the rate setting methodologies in Welfare and Institutions Code and Title 17.
- b. Then establish the monthly rate for Alternative Services by utilizing the calculated monthly rate for providers of the same service with both similar rates as established in step one and anticipated similar utilization levels.

Prior to November 1, 2020, providers will be notified of the monthly rate for Alternative Services, along with the data and methodology used for the calculation. Providers should contact their vendoring regional center for any rate questions.

V. Alternative Services Implementation

To facilitate an inclusive and individualized implementation of Alternative Services, providers shall offer Alternative Services and:

- a. In the month of September 2020, the provider shall engage the consumer about his or her need for and interest in Alternative Services as an option.
 1. With the consumer's or authorized representative's permission, the provider is encouraged to work with other providers that also have service authorizations for the same consumer to best support the consumer's needs.
 2. The provider shall document the consumer engagement including at minimum, the date, the participants, and a description of the consumer's input.
 3. The provider shall notify the regional center of each consumer engaged and interested in receiving Alternative Services.

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- b. In the month of October 2020, complete or review and amend as needed, an individual service plan specifying the type and amount of Alternative Services to be provided for each consumer.
 1. The individual service plan may involve services provided in collaboration with other service providers, including residential service providers, to enhance the consumer's participation.
 2. The provider shall give the consumer a copy of the individual service plan.

Within 30 days of notification of a consumer's interest in Alternative Services, the regional center shall send a follow-up letter to the consumer, in their preferred language, confirming that at their request, Alternative Services will be provided by the provider. The letter shall include contact information for the consumer's service coordinator and their supervisor.

Support will be provided to consumers, families, regional centers, and service providers throughout this transition using a variety of communication methods, with written materials in plain language and other languages on information regarding Alternative Services. Additional information is forthcoming.

VI. Next Steps

The Department will continue working with stakeholders on next steps, including but not limited to:

- Monthly reporting requirements
- Identifying additional accountability and outcome measures
- Developing, posting and updating Frequently Asked Questions (FAQs) on its website
- Rolling out the Family Member and Self-Advocate Engagement Guide
- Technical Assistance and Training
- Ongoing evaluation of Alternative Services

Self-advocates, family members or providers should contact their local regional center with any questions. Questions from regional centers only should be directed to DDSC19Directives@dds.ca.gov.

Sincerely,

Original Signed by:

NANCY BARGMANN
Director

Enclosure

cc: See next page.

Regional Center Executive Directors
October 31, 2020
Page seven

cc: Regional Center Board Presidents
Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies

FREQUENTLY ASKED QUESTIONS FOR DDS DIRECTIVE 01-083120: ALTERNATIVE NONRESIDENTIAL SERVICES (ALTERNATIVE SERVICES)

1. What are Alternative Nonresidential Services (Alternative Services)?

Alternative Services is a way for consumers to receive nonresidential services that may have been disrupted by the COVID-19 State of Emergency. Service providers can offer supports that differ from their traditional program design and respond to any new needs and interests that have emerged as a result of the COVID-19 pandemic. Some examples are:

- Delivering food, personal protective equipment
- Delivering packets, equipment and supplies for activities and remote learning
- Wellness checks and discussion about current events
- Collaborative meetings to plan upcoming events
- Pre-recorded or live video classes to learn new skills
- Assisting with networking and development of employment and micro-enterprising opportunities
- Supporting set up, training and use of technology devices

2. Are Alternative Services required?

No. This is an option that can be used to support the needs of consumers when services cannot be provided as they were before COVID-19.

3. Which vendors can provide Alternative Services?

Vendors of most nonresidential services, as defined in Section 54302(a)(49) may provide Alternative Services, however there are some that do not fit the model, such as Home Modification or Vehicle Modification. DDS will be providing a list of service codes to clarify.

4. Will each vendor have to choose if they are going to provide all traditional or Alternative Services, or can it be determined on an individual consumer basis?

The service delivery mode and types of services provided are based on the needs of each consumer. A vendor may provide traditional services to a portion of the consumers served and Alternative Services to other consumers; however, any Alternative Services provided to a consumer in a given month would result in billing using the Alternative Services monthly rate.

5. What are some examples of "Use of self-guided training and educational materials supplied to the consumer by the provider intended to support the consumer's service?"

If there is agreement and a benefit to the consumer, the service provider may prepare activities for the consumer to initiate at a time most convenient for the consumer. The materials may be assembled by the service provider and delivered to the person in a

variety of methods. Some examples are supply kits delivered to the consumers home, a written workbook or lesson plan emailed to the consumer, and a pre-recorded video to be retrieved online.

6. Can services be provided during flexible hours?

Yes. Services can be provided at any hours that benefit the consumer.

7. What is an individual service plan (ISP)?

An ISP is a plan informed by the consumer and prepared by the provider that identifies and describes the services that will be provided to support the person's needs, goals and objectives. The format may vary by provider and type of service, and some may refer to it as a treatment plan, plan of care, etc.

8. Is an individual program plan (IPP) meeting of the interdisciplinary team needed to initiate Alternative Services?

No, it is not needed to initiate Alternative Services.

9. Can Alternative Services apply to Supported Employment?

Yes. Providers of Supported Employment services may provide Alternative Services to consumer if traditional services can not be provided.

10. Can Alternative Services apply to Transportation Services?

Yes. Providers of Transportation services may provide Alternative Services to consumers when traditional services can not be provided. Based on stakeholder input, DDS is reviewing to determine if there are adjustments to the alternative service model that may further support consumer and community needs. Any change will be provided through amended guidance.

11. Where can I find more information about the Self-Determination program?

Interested consumers, families, or others are encouraged to visit the [Self-Determination Program website](#) to find out more information about California's Self-Determination Program. Individuals may also contact their regional center to find out the date of the next local volunteer advisory committee meeting.

For Families and Consumers

1. What service types are covered by the Alternative Services directive?

This Directive applies to many non-residential services, including services provided by day programs, early intervention, and transportation, etc. Because of state and local health rules, these providers may not be able to provide the same services they did before COVID-19. The Directive provides information about how to provide alternative services to meet consumer's current needs.

The Directive does not apply when a provider can provide the same services, which meet the consumer's needs, either in the way they were provided before COVID-19 or in a different location or via remote delivery. For example, a day program that provides the same services virtually and these virtual services meet a consumer's needs, is not providing alternative services. Similarly, individual therapy services which can be provided in a clinic that follows required safety protocols are not Alternative Services.

2. When can Alternative Services begin?

Alternative Services can start as early as September 2020. The provider shall engage the consumer about his or her need for and interest in Alternative Services as an option. If the consumer is interested in using Alternative Services, the provider must notify the regional center. The consumer must also receive a copy of a new or revised service plan.

3. What must providers do if they are providing Alternative Services?

The provider must do the following:

- Make sure the Alternative Services meet a consumer's current needs.
- Engage with consumers and families about their service needs and the use of alternative services.
- Follow state and local health orders and licensing requirements.
- Train their staff and consumers on safe delivery of in-person services, if in-person services are provided.
- Be creative, resourceful, and make modifications to how services are provided

4. How will providers be expected to engage consumers and families about their service needs?

Providers are expected to facilitate an inclusive and individualized implementation of the Alternative Services directive.

- The provider must engage with each consumer to find out if he or she needs and is interested in alternative services. You can decide if these services will help you and if you want to participate.
- The provider should give consumers and families information so they can understand the flexible and creative Alternative Services options.

- The provider should ask consumers and families about their needs and ideas about options that work best for them. If you are not asked, you should talk about your needs and offer any ideas you have.
- If the consumer or authorized representative gives permission, the provider can work with other providers that also have service authorizations for the same consumer to best support the consumer's needs.

After meeting with you, the provider will do the following:

- Document the conversation with the consumer including the date, who participated in the conversation, and a description of the consumer's and family's input.
- Notify your regional center that you are interested in receiving Alternative Services.
- If you agree that you want Alternative Services, the provider must give you a new or updated service plan with details about the type and amount of alternative services that will be provided. The service plan may involve services provided in collaboration with other service providers, including residential service providers.
- The new or updated service plan will be provided to you.
- The provider must also tell consumers the specific steps they can take if they disagree with the Alternative Services offered by the provider. For example, the consumer or family may disagree with the proposed services because they are not offered at a convenient time, are not offered frequently enough, or will not meet other needs.

5. What are examples of Alternative Services?

Alternative Services include, but are not limited to, the following:

- Supports to minimize the exposure to or impact of COVID-19 on a consumer;
- Completion of an individual assessment of skills, preferences, and service needs for a consumer;
- Completion of a service plan to provide needed services for a consumer;
- Delivery of supplies or other items to the consumer's home needed to provide services or supports;
- Use of self-guided training and educational materials supplied to the consumer by the provider intended to support the consumer's service;
- Skills training to individuals within the consumer's household who are specifically designated to support the consumer;
- Supports for transition to the Self-Determination Program; and
- Other modifications to nonresidential services that are approved by the consumer that further or achieve his or her service needs.

6. What is the Regional Center's role with Alternative Services?

- Your service coordinator can help you identify service options or different providers if your current provider is unable to meet your needs or provide the necessary support services. Since your service needs may have changed because of COVID 19, you

can also discuss the need for different or more services with your service coordinator.

- Within 30 days of learning about a consumer's interest in Alternative Services from the provider, the regional center will notify you, in your preferred language, confirming the request for Alternative Services. The notice will include contact information for the consumer's service coordinator and their supervisor. If you have questions you should contact your service coordinator or their supervisor.

7. What steps can I take to make sure that Alternative Services meet my or my family member's needs?

- Think about your or your family member's individual's goals, needs and services before you speak with your service provider. You may want to use the Family Engagement Guide to help you think about your current needs and the kinds of services that will meet these needs. You can find [the Family Guide here](#).
- If your provider is offering Alternative Services, look at the list of possible Alternative Services in question 4. Which services may be helpful to you and which service types may not help you? Are there other services or options that are not listed that you want to discuss? Do you need training or supplies to access any of these services?
- Ask questions so you understand the flexible and creative options being offered.
- Think about ways service can be coordinated with other providers and share that information.
- Ask your service coordinator about other ways services can be provided. For example, under Participant-Directed Services, you can directly hire a person you choose, including a family member to provide some services. More information about participant directed services may be found [here](#)

8. What can I do if my provider does not provide services under the Alternative Services directive and I have questions about the services I or my family member receive?

To ensure the health, welfare, and safety of regional center consumers during the COVID 19 Pandemic, DDS allowed many services to be provided in an alternate location or through remote electronic communications, including Skype, Facetime, video conference, or telephone conference. The flexibility to provide services in an alternate location or through remote means, should not have changed the frequency or duration of any IPP service absent the agreement of the consumer's IPP team. If the consumer requested or agreed to have services provided in an alternative location or through remote means, the provider notified the regional center and the regional center sent a letter, to the consumer in their preferred language, confirming this change. Information about these requirements may be found [here](#).

If you have concerns about the services you or your family member are receiving you should speak with your service provider and/or Service Coordinator. For example, you may have concerns about the amount of the service, the hours the services are provided or no longer think that remote services work for you or your family member. Your provider may be able to adjust you or your family members services. Your service

coordinator may be able to identify other service providers or services that can better meet your need. You may also want to discuss using Participant Directed Services with your Service Coordinator. You may find it helpful to think about the areas listed in Question 7 or the [Family Guide](#) to prepare for your discussion with your service provider or service coordinator.

For Vendors and Service Providers

1. We are still in a State of Emergency so why did the retainer payments (billing for consumer absences) have to end?

- Consumers needs for nonresidential services continue during the State of California's stay-at-home order
- Additionally, the federal Centers for Medicare and Medicaid Services (CMS) has clarified that federal funding is time-limited for retainer payments (billing for consumer absences)
- Alternative Services translates services developed in response to COVID-19 to developmental services eligible for ongoing federal reimbursement during the State of Emergency

2. Do I need to complete Enclosures A, B, or C included in the July 17, 2020 directive?

No. The July 17, 2020 Directive introduced the structure with enclosures A, B, and C as sample documents. Since July 17, 2020, the structure and documents have been updated. Providers should not use the sample documents. DDS released an Enclosure for Certification with the August 31, 2020 Directive that needs to be submitted by providers of Alternative Services before requesting reimbursement.

3. Do I need submit a COVID-19 Protection Plan Verification?

The draft COVID-19 Protection Plan Verification shared by DDS in June has not been finalized and is not required by DDS. Providers must review the requirements for compliance with state and/or local public health guidelines, which in some cases may require written protection plans for other oversight agencies.

4. Other than delivering supplies to my consumers, I am providing the same services as I did before COVID via video conferencing. Does that make this Alternative Services, or will they continue to be billed the same way?

- If the packet or supplies are to be used in lieu of traditional service delivery, it is Alternative Services.
- If the packet or supplies are to be used to support traditional service delivery, it is not Alternative Services.

CERTIFICATION

5. Who is required to submit the Certification for Alternative Services (Enclosure) to the regional center?

Service providers that cannot provide services in the traditional way and/or through remote options and intend to provide and bill for Alternative Services must submit certification for each vendored service to the regional center prior to requesting reimbursement claims. The certification is only required once unless there are changes to the alternative services delivered. The [certification can be found here](#).

6. Is regional center approval of the certification required?

No. The certification serves as the provider's affirmation of the requirements for the delivery of Alternative Services.

7. Will a program design revision or new vendorization be needed to provide Alternative Services?

No. Service providers do not need to revise the program design or apply for a new vendorization.

8. Are providers of Alternative Services responsible for all of the types of Alternative Services listed on the Enclosure?

No. Providers should check any/all types that they plan to offer.

9. Are providers of Alternative Services responsible for all of the Certifications listed on the Enclosure?

Yes. Providers are responsible for all of them.

BILLING

10. Can I still provide services and bill for the established daily or hourly rate?

Yes. Services that are provided in original form, including remotely or in alternate locations, should be billed at the established rate for each unit of service. However, service providers may not additionally bill the monthly unit rate for Alternative Services for the same consumer.

11. What if I am providing services to some consumers in traditional form, and some consumer via Alternative Services?

A service provider may provide and bill for some consumers in traditional form, and other consumers via Alternative Services. Each consumer's billing should be either the traditional form or alternative services in a given month. If all or some services in the month were provided via alternative delivery, the service provider should bill the alternative monthly unit rate. A reminder, that Alternative Services are intended if

traditional services are not feasible to meet the individual's needs, but alternative options will.

12. What rate is used if the consumer wants a combination of traditional services and Alternative Services?

A combination of services should be billed using the Alternative Services monthly rate.

13. How is the monthly unit rate determined and how do I know what it will be?

COMING SOON

14. How are rates calculated if we don't have 12 months of history for everyone or the number of people served changed?

The monthly rate for everyone receiving services from the provider will be the average per person, per month cost for the 12 months ending February 2020. Only months where services were provided will be included in the calculation.

15. How will the rate be determined for consumers new to my services since February 2020?

COMING SOON

16. How will the monthly unit rate be determined for new vendors that began services since February 2020?

COMING SOON

17. Will I have a different rate for each consumer, or one rate for all?

Beginning in November, each provider of Alternative Services will have a monthly unit rate that will be used for all consumers they serve.

18. Am I eligible for certification and billing for Alternative Services if I did not bill for consumer absences (retainer payments)?

Yes. All providers of nonresidential services are eligible to provide Alternative Services, regardless of prior billing for consumer absences (retainer payment).

19. If a consumer has been unresponsive to attempts to contact him/her, will I be able to bill for services based upon the prior average monthly attendance?

No. As of September 1, 2020 service providers will only be able to bill the monthly unit rate for consumers for whom Alternative Services were provided each month.

20. The Directive stating retainer payments are to end August 31, 2020 was extended until October 14, 2020, so is that the new end date for retainer payments?

No. The Directive extended until October 14, 2020 was amended to conform with the July 17, 2020 Directive stating retainer payments end August 31, 2020. It does not change the retainer payment end date of August 31, 2020.

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 320, MS 3-9
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1958



October 12, 2020

Call for Promoting Service Access and Equity Grant Program Applications Notice to Prospective Applicants

The Department is now accepting applications from regional centers (RCs) and community-based organizations (CBOs) for grant funds available in FY 2020/21. This year's grant focus is on the development of culturally and linguistically responsive strategies that will lead to individual and family empowerment and improved access to services and supports.

The Department has identified key grant priorities with input through its Developmental Services Task Force Service Access and Equity workgroup meetings, statewide stakeholder engagement meetings, community-based organization meetings, and individual and family testimony. Priority areas of focus are:

- Building leadership capacity to increase representation and voice in the developmental services system for self-advocates and families in diverse communities.
- Creating collaborative opportunities for connection and learning between individuals, families, service providers, and regional centers.
- Improving access to technology, to include training for self-advocates and families.

Applicants must review the 2020-21 Guidelines and follow the DDS Application Instructions located on the Department's website [here](#). All applications must be submitted online through GrantVantage [here](#) no later than 5:00 p.m. PST on December 2, 2020. A list of frequently asked questions (FAQs) will be posted to the Department's website.

The Department seeks proposals that are innovative, demonstrate the capacity to carry out proposed activities and result in sustained strategies and collaborations after completion of the project. Proposals must address a local community or statewide issue/barrier identified through POS data, stakeholder feedback, and/or RC plans and recommendations to promote equity and reduce disparities.

The Department will host a Bidder's Conference Zoom meeting to answer questions regarding the grant on:

October 23, 2020, from 10:00 a.m. to 12:00 p.m.

Register in advance for the Zoom Meeting [here](#). Interested applicants are encouraged to submit questions in advance of the Bidder's Conference to: SAEgrantprogram@DDS.ca.gov.

"Building Partnerships, Supporting Choices"

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 240, MS 2-13
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1897



October 19, 2020

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: 89th ANNUAL CAPITOL TREE LIGHTING – REQUEST FOR ORNAMENTS

For more than two decades, individuals who have a developmental disability have created ornaments to adorn the Christmas tree at the State Capitol. In recent years, we have received hundreds of ornaments from regional center community art programs. The Department of Developmental Services (DDS) has been asked again to participate in the official State Capitol Tree Lighting Ceremony, and we are requesting ornaments from the community.

The tree lighting ceremony will take place the first week of December. As in previous years, a child with a developmental disability will participate in an evening ceremony with Governor Gavin Newsom and First Partner Jennifer Siebel Newsom, but this year the event is going to be virtual.

We encourage regional centers to work with their communities to create and send ornaments that reflect the cultural diversity of California, celebrate family and holiday traditions from the Golden State. Some examples of themes include Hanukkah, Winter Solstice, Christmas, and Kwanzaa.

To be included on the tree, all ornaments must be received at DDS headquarters by Monday, November 16, 2020. Enclosed are guidelines and suggestions for ornaments and a shipping form that must be included with the ornaments. If you have questions, please contact Amy Wall, Assistant Deputy Director of External and Public Affairs, at (916) 869-8833 or amy.wall@dds.ca.gov.

Sincerely,

Original Signed by:

BRIAN WINFIELD
Chief Deputy Director

Enclosures

cc: Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies
Nancy Bargmann, DDS
Amy Wall, DDS

“Building Partnerships, Supporting Choices”

Guidelines and Suggestions for Ornaments

Ornaments must be received no later than Monday, November 16, 2020, in order to be placed on the tree.

Dimensions: Ornaments should be large: 5 to 10 inches in diameter by 5 to 8 inches in height. The tree is usually more than 40 feet tall, and the public is not allowed within 10 feet of the tree. (Larger ornaments are easier to see from this distance).

Colors: Bright colors and reflective material are more visible. The tree is very large, and 3,000 ornaments and 10,000 lights barely fill it. If you would like to create ornaments in specific color schemes, feel free to do so. Note that the tree lighting ceremony is at night and ornaments are often 40 feet above the ground. Photos from last year's event are on the DDS website: <https://www.dds.ca.gov/general/news-room/annual-state-capitol-christmas-tree-lighting-ceremony/>

Themes: If you have a group of artists working together, themes work really well. **We encourage you to send ornaments that celebrate family, reflect the cultural diversity of California and celebrate holiday traditions from the Golden State. Some examples of themes include Hanukkah, Winter Solstice, Christmas, and Kwanzaa.** If photographs of individuals served by either the developmental centers or regional centers are included on ornaments, please provide a signed release (Enclosure B) authorizing DDS to use the photos.

Materials: Plastic or laminated paper and other waterproof materials work well. (Non-laminated paper will be destroyed by the weather). Ornaments should come with either string or wire loops for hanging. Reflective ornaments are especially effective outside as there is a lot of natural lighting. Durable ceramics are acceptable, but **please do not use any glass.**

Quantity: The tree is very large and has room for many ornaments. We are hoping to contribute at least 800 ornaments to the tree from community and developmental center art programs.

Packaging: If the ornaments are fragile, please pack them appropriately for shipping. Carefully package the ornament hangers so that they do not become tangled during shipment.

Shipping Form: Please fill out the enclosed shipping form and include it with your ornaments. Email the number of parcels shipped and tracking number(s) to cynthia.bowman@dds.ca.gov once the parcel has been shipped.

Ship to: Department of Developmental Services
1600 9th Street, Room 340, MS 3-17
Sacramento, CA 95814
DEVELOPMENTAL CENTERS DIVISION
ATTN: Cynthia Bowman/TREE ORNAMENTS

CONSENT TO RELEASE INFORMATION, IMAGES, OR RECORDINGS FOR COMMUNICATION OR MEDIA-RELATION PURPOSES**DS 5651 (REV. 08/2020)**

INSTRUCTIONS: This form shall be completed and signed by any Department of Developmental Services ("Department"), Regional Center or vendor employee or adult individual with capacity, whenever their photographs, recordings or any other personal identifiable information are made or used by the Department or its agents and affiliates for communication or media-relation purposes.

This form is not for release of information, images or records of consumers. Please use the "DS 6017 Authorization for Release of Information, Photographs or Recordings for Communication or Media-Relation Purposes" for releases involving consumers.

The terms "images" and "recording" shall mean any still photograph, audio, motion picture in any format including, but not limited to digital, audio, video, or any other mechanical or electronic means of recording or reproducing images.

CONSENT FOR USE AND DISCLOSURE

I, _____ hereby grant permission to the Department, and its affiliates and agents, to use and disclosed my information, images, or recordings for the Department's communication or media-relation activities without compensation.

Who will disclose the information - The Department and/or its agents and affiliates identifiable information, photographs and recordings, that are disclosed or used for a Department communication or media-relations activity will be obtained from only you.

Other agents/affiliates (if applicable):

Where Information, Images or Recordings will be published: The specified identifiable information, photographs or recordings in this consent will be published in one or more of the following outlets and available to the public (please check all that apply):

- Education Publication / Videos/ YouTube Channel
- Electronic Publishing (e.g., public or internal website-www.dds.ca.gov)
- Social Media (e.g., Facebook/Twitter/Instagram)
- Promotion / Advertising
- Local / Regional / National News Outlet
- Other (please describe):

The type of information to be used or disclosed - Identifiable personal information about you, photographs, and/or recordings relating to you and within the context of a Department communication or media relations activities.

The following information can be used or disclosed: Please either: (1) describe the information, images or recording; or (2) provide an attachment or website link to the information, images or recording:

CONSENT TO RELEASE INFORMATION, IMAGES, OR RECORDINGS FOR COMMUNICATION OR MEDIA-RELATION PURPOSES**DS 5651** (PAGE 2 - REV. 8/2020)**ACKNOWLEDGEMENTS**

I understand that this consent is voluntary. This consent is not under duress, nor conditioned on my employment status. I also understand that I may revoke this consent at any time, provided I make the request for revocation in writing to the Department's Privacy Officer at PrivacyOfficer@dds.ca.gov. I further understand that my request for revocation will be honored except to the extent that the Department has already taken action in reliance on this consent and cannot cancel publication or recall distribution.

I understand this consent will remain in effect indefinitely until the information, images, or recordings are no longer used by the Department in electronic or printed formats for its communications or media relations activities. By signing this consent, DDS is not obligated to use my information, images or recordings.

I understand and agree that this consent also permits the Department and its affiliates and agents to alter any images of me (in whole or in part) for publication, including but not limited to, changes in color, size, perspective, context, foreground or background.

This consent provides DDS and its affiliates and agents with a right to use or reuse my information, images or recordings specified herein for Department communications or media relations activities.

I hereby release to DDS any and all actual or potential copyrights to my information, images, videos or records, thereby allowing DDS and its affiliates and agents to distribute, publish and prepare such information for publication. I waive any claims to ownership of said materials and disclaim any rights to pursue an infringement of any copyrights, actual or potential.

I agree that DDS is not obligated to take action against any inappropriate use of my information, images, and recordings by third parties once published. DDS owns all rights to such information, images and records. I understand that any information and images provided may be subject to redisclosure by the recipient and therefore not subject to the protection of state and federal privacy laws. This includes redistribution through electronic media.

I hereby release the State of California, DDS, its employees, agents, and affiliates from any and all liabilities, claims and demands arising out of or in connection with the use of the provided information, image or recordings.

Prior to deciding whether or not to execute this consent, I have the right whether to seek advice from independent legal counsel. I warrant that I am 18 years of age or older and have the right to contract in my own name. I have read the above Consent prior to its execution and I am fully familiar with the contents of this document. This Consent shall be binding upon me and my heirs, legal representatives, and assigns.

PRINT NAME:**ADDRESS:****SIGNATURE:****DATE:**

Confidential Information - See Civil Code Sections 1798, et seq.

COPIES OF ALL SIGNED FORMS SHOULD BE DELIVERED TO THE DEPARTMENT COMMUNICATION STAFF. IF YOU ARE A DDS EMPLOYEE, A COPY OF THIS EXECUTED FORM WILL BE PLACED IN YOUR OFFICIAL PERSONNEL FILE.

2020 State Capitol Tree Lighting Ceremony Ornament Shipping Form

(THIS FORM MUST BE INCLUDED IN PACKAGE WITH ORNAMENTS)

NAME OF CENTER/PROGRAM:

CONTACT PERSON/TITLE:

MAILING ADDRESS:

CITY, STATE, ZIP: _____

CONTACT TELEPHONE NUMBER:

CONTACT EMAIL:

BRIEFLY DESCRIBE ORNAMENTS SHIPPED:

TOTAL NUMBER OF ORNAMENTS SHIPPED: _____

The Early Start Community

If you have a young child who needs specialized care or has a disability, or if you have a concern about your child's development, there is help and support in your community!

Early Start Family Resource Centers help you navigate through Early Start.
www.dds.ca.gov/services/early-start/family-resource-center

Places like **libraries** provide opportunities for learning and inclusion.
www.library.ca.gov/services/to-libraries/library-directory

Child care, preschools, or home visiting programs, such as Early Head Start, can help support development.
mychildcare.ca.gov/#/home

Your child may receive services from their local **school**.
cainclusion.org/camap/map-project-resources/county-specific-resources

Pediatricians check your child's development at 9, 18, & 24 months.
www.cdc.gov/ncbddd/actearly/index.html

Families are the heart of Early Start. Find Early Start resources here:
www.ceitan-earlystart.org/central-directory

Your **health care plan** may cover some services for your child.
www.dmhc.ca.gov

If you have concerns about your child's development, start by contacting your local **regional center**.
www.dds.ca.gov/services/early-start/family-resource-center/regional-center-early-start-intake-and-family-resource-centers


**CALIFORNIA
EARLY START**

*for infants and Toddlers with
Disabilities and Their Families*

The California Department of Developmental Services and the Interagency Coordinating Council on Early Intervention have information for parents and professionals about how to get help and support. For additional questions, please call the Early Start BabyLine at 800-515-BABY (800-515-2229).

Design created by Guthrie Devine at Eastern LA FRC.

WHAT IS EARLY START?

A statewide interagency system of coordinated early intervention services for infants and toddlers with or at risk for disabilities or developmental delay and their families. **Regional Centers are open and accepting referrals for Early Start during COVID-19.** If you suspect that an infant or toddler has a developmental delay or atypical development then:

Screen



A child may be eligible for early intervention services if they:

- Show a developmental delay in one or more areas of cognitive, communication, social or emotional, adaptive, or physical and motor development, including vision or hearing;
- Have an established risk condition of known etiology, with a high probability of resulting in delayed development; or
- Are considered at high risk of having a substantial developmental disability due to a combination of biomedical risk factors that are diagnosed by qualified personnel.

Refer



- Local Regional Centers <https://www.dds.ca.gov/rc>
- Local Educational Agency <http://www.cde.ca.gov/sp/se> (for children with solely low incidence visual, hearing, and orthopedic disabilities)
- Within 45 days, the regional center or local educational agency will:
 - Assign a Service Coordinator
 - Obtain parental consent
 - Schedule & complete evaluations
 - Develop an Individualized Family Service Plan (IFSP) to develop strengths and services
 - Provide services in home or community setting
- Go to <https://www.dds.ca.gov/services/early-start/what-is-early-start> to learn more about the referral process.

Get Involved



- Collaborate with community resources in treatment planning by providing written communication;
- Participate via conference call;
- Attend IFSP meetings; or
- Provide input and receive feedback from the assessment team.
- You can be the link between families and the early intervention process! For information about family support, go to the Family Resource Centers website <http://www.frcnca.org>

See Results



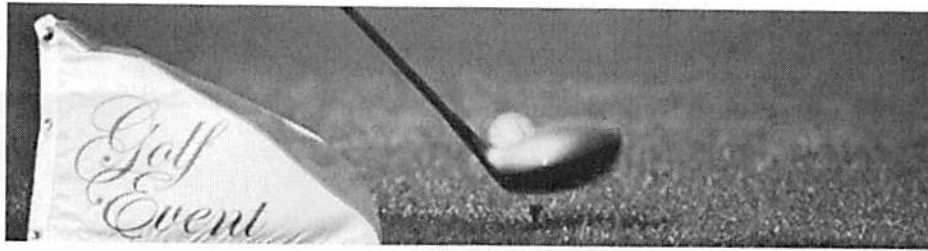
- Studies found that children who participate in high-quality early intervention/early childhood development programs tend to have
 - Less need for special education and other specialized services;
 - Greater language abilities;
 - Improved nutrition and health; and
 - Experienced less child abuse and neglect.



California Department of
Developmental Services



For more information and/or questions regarding Early Start referrals, please contact the Early Start BabyLine at 1-800-515-BABY or email EarlyStart@dds.ca.gov.



Dear Community:

We are happy to announce that the Richard D. Davis Foundation will continue with its annual golf tradition on **Monday, October 26, 2020**. For the past 32 years, this event has been our primary fundraiser that helps us further our mission to secure services and supports to meet the unmet needs of individuals served through San Gabriel/Pomona Regional Center.

Due to the challenges of COVID-19, our event this year will be changed to a "round of golf" and not an actual tournament. Things will look slightly different, but it is the best way to move forward safely demonstrating our unity and resilience as a community.

South Hills Country Club in Covina, California is the new home of our golfing event -- an absolutely beautiful course for a phenomenal golfing experience. Our golf event is an opportunity to encourage participation from our supporters while maintaining social distancing out on the course. We look forward to a beautiful day of golf...as we've done so for many years!

The cost will be **\$125.00 per player - which includes golf cart, fees, and a boxed lunch**. This amount is equivalent to the fees charged by the venue. We appreciate any in-kind support or donations to help us continue to meet the unmet needs of individuals with developmental disabilities through these difficult times. As expected, the impact of COVID-19 has added atop of existing hardships that individuals served by San Gabriel Pomona Regional Center are faced with on a day to day basis.

The following adaptations will be in place during this event:

- No tournament format.
- There will only be 72 participant spots available.
- No "shotgun start" - participants will be given a tee time.
- One golfer per cart with the exception of family members or partners.
- Boxed lunch will be provided.
- Complimentary soft drinks & water
- No awards dinner or raffle event.
- Social distancing throughout the day.
- Face masks

Availability to participate is limited. To reserve your spot or make a donation, PLEASE CLICK HERE

OUR MISSION

The Richard D. Davis Foundation through partnership with the San Gabriel/Pomona Regional Center, Service Providers, and members of our Community is committed to improving the quality of the lives of individuals with developmental disabilities that are served by San Gabriel/Pomona Regional Center.

We engage in fund raising endeavors for the purpose of purchasing and delivery of services and products that are not funded or available through any public or private entity. We believe, meeting unmet needs for individuals served by San Gabriel/ Pomona Regional Center, advances their achievement, furthers their independence and maximizes their integration within our communities.

Improving the lives of individuals with developmental disabilities is the "essence of our existence".

**Richard D. Davis Foundation for the
Developmentally Disabled, Inc.**
75 Rancho Camino Drive
Pomona, CA 91766

*Providing Charitable Assistance for Developmentally
Disabled People
Federal Tax ID # 93-0977399*