

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

Consumer #2 UCI 4818233 (12) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
09/06/16 09/06/16	D T	1 1	These entries are for an email and phone call to schedule the consumer's quarterly meeting. When combined, the descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claim for this case management activity is excessive. Based on the information provided one unit is appropriate.
02/08/17 02/09/17 02/14/17 03/08/17 03/08/17 03/15/17 03/20/17 03/29/17 07/25/17 07/26/17	D C D D D D D D D D	1 1 1 1 1 1 1 1 1 1	These entries are for filing letters, clarifying where documents are being stored, receiving and filing a vendor report, receiving approval of the Individual Program Plan (IPP) from the program manager, receiving a vendor request for the IPP, receiving and filing a list of the consumer's yearly expenses, and receiving confirmation that a medical test was completed. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #3 UCI 4865093 (5) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
01/05/17 05/16/17 07/05/17	D D D	2 1 1	These entries are for preparing and submitting requested documentation to the day program and care provider and sending requested Social Security documentation to the revenue staff. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
02/10/17	D	1	This entry is for preparing the IPP for distribution. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

Consumer #5 UCI 4969184 (2) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
09/19/16	D	1	This entry is for submitting a dental consent request. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
12/06/16	D	1	This entry states, "Submitted SSI questionnaire." This description is not sufficient to determine if this is a case management activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #6 UCI 5029921 (54) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
See Comments	Various	Various	09/13/16(T1), 09/14/16(T2), 09/14/16(T2), 09/15/16(C2), 09/23/16(T1), 10/04/16(T2), 10/07/16(T1), 10/07/16(D1), 10/07/16(T2), 10/10/16(T1), 10/10/16(D2), 10/10/16(C2), 10/10/16(D2), 10/12/16(T1), 10/12/16(C2), 10/12/16(C3), 10/12/16(T2), 11/08/16(C2), 11/18/16(D3), 11/18/16(C2), 11/18/16(C2). These entries are for various activities related to a spend-down of funds in the consumer's account at the regional center, who serves as payee. The direct provision of service, such as money management, cannot be claimed as case management. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
10/20/16	D	1	These entries are for cancelling Purchases Of Service (POS), emails to confirm a Special Incident Report (SIR) was received, and forwarding copies of	IRC continue to provide ongoing training on appropriate target case management
02/02/17	T	1		
02/02/17	T	1		
02/06/17	D	2		

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			SIRs. These are administrative activities. Therefore, the time claimed should be reversed.	documentation. The time claimed will be reversed to zero.
10/20/16 11/18/16 03/23/17 02/27/17	D C C C	1 2 3 2	These entries are for completing documentation of the consumer's move for the vendorization department, collateral contact with another Consumer Service Coordinator (CSC) to let them know how the consumer is doing, and collateral contact with another CSC regarding a case transfer and closing a SIR. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
06/23/17	D	3	This entry is for receiving and reviewing the most recent quarterly progress report from the vendor. There is a previous entry on the same date for the same activity. This appears to be a duplicate entry. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #7 UCI 5393087 (5) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
12/05/16 02/06/17 02/08/17 06/12/17	C D D C	1 1 1 1	These entries are for informing the program manager of the dates of upcoming consumer visits, updating the consumer's address, and making corrections to the IPP. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
02/08/17	D	1	This entry states, "Doc for change notification for clnt for vendorization unit." This description is not sufficient to determine if this is a case management activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

Consumer #8 UCI 5400288 (2) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
09/02/16 07/12/17	C D	1 1	These entries state, "With IRC consumer support tech at IRC office in San Bernardino re HCBS Waiver Protocol," and "SANDIS request for VVTA ending 6/1/2017...cancelled." These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #9 UCI 5751839 (9) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
09/08/16 09/12/16 09/12/16 09/13/16 09/22/16	C C T T C	2 2 1 1 3	These entries are for various activities related to a spend-down of funds in the consumer's account at the regional center, who serves as payee. The direct provision of service, such as money management, cannot be claimed as case management. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #10 UCI 5776893 (17) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
08/05/16 08/05/16 08/05/16 08/05/16	D D D D	2 2 2 2	These entries are for completing documents to request dental and medical reports. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
11/09/16 01/31/17	D D	2 1	These entries are for sending copies of reports to AEX. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
01/06/17	T	1	These entries are for phone calls to	IRC agrees with this

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

01/06/17	T	1	schedule the consumer's annual meeting. When combined, the descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	finding. The units claim for this case management activity is excessive. Based on the information provided one unit is appropriate.
01/06/17	T	1		
01/06/17	T	1		
07/03/17	T	1	These entries are for phone calls to schedule the consumer's quarterly meeting. When combined, the descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claim for this case management activity is excessive. Based on the information provided one unit is appropriate
07/03/17	T	1		

Consumer #11 UCI 5797592 (10) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
08/08/16	T	1	This entry states, "Telephone contact with PM via email requesting CSC to sign up for compliance review." This description is not sufficient to determine if this is a case management activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
10/25/17	T	1	These entries are for phone calls regarding the status of the vendor's contract, making POS changes due to changes in the vendor's contract, informing a provider their contract has been terminated, sending a copy of the IPP to the consumer's parents, informing the program manager the IPP had been sent, and informing the program manager the IPP is not locked. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
10/26/16	T	1		
10/26/16	T	1		
04/04/17	T	1		
04/18/17	T	1		
05/01/17	D	1		
05/01/17	T	1		
12/28/16	C	1	These entries are for contact with another CSC regarding the consumer's current situation. These descriptions are not sufficient to determine if these are case management activities. Therefore,	IRC continue to provide ongoing training on appropriate target case management documentation. The time
12/29/16	C	1		

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			the time claimed should be reversed.	claimed will be reversed to zero.
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Consumer #13 UCI 6142806 (8) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
07/17/17	D  C and not D.	8	This entry is for meeting with the skilled nursing facility's records coordinator to obtain a copy of the consumer's records. This description does not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC supports the units identified by DDS. The units claimed for this case management activity is not excessive. SC completed a collateral at a SNF. Based on the information provided by the units claimed is appropriate for the collateral visit. Per TCM consumer I.D. notes SC completed a collateral and not documentation contact on 07/17/17.

Consumer #14 UCI 6601430 (2) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
11/30/16	T	2	This entry is for calling the care home to schedule the consumer's IPP meeting. This description does not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided, one unit is appropriate.

Consumer #15 UCI 6803474 (1) unit

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/10/16	D	1	This entry is for submitting the IPP for distribution. This is an administrative	IRC continue to provide ongoing training on

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			activity. Therefore, the time claimed should be reversed.	appropriate target case management documentation. The time claimed will be reversed to zero.
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**Consumer #16 UCI 6900204 (3) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/19/16 10/19/16 11/18/16	D D D	1 1 1	These entries are for receiving signature documents from the conservator, preparing the signature documents to accompany the IPP, and making corrections to a previously completed IPP. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #17 UCI 6902312 (28) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
02/28/17 03/02/17	D D	9 16	These entries are for updating the IPP, Annual Review (AR), and CDER. When combined, these descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided, 16 units will be claimed.
05/15/17 06/16/17	D D	2 1	These entries are for sending the IPP, AR, and CDER to the supported living service (SLS) vendor and completing a request for medical and dental records. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #18 UCI 6904277 (5) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
08/17/16 01/04/17	D D	1 4	These entries are for scanning and making copies of documents. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continues to provide ongoing training on appropriate target case management

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

				documentation. The time claimed will be reversed to zero.
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**Consumer #19 UCI 6905092 (2) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
04/03/17	D	2	This entry is for forwarding the IPP and AR for manager approval and mailing. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #21 UCI 6909300 (5) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/26/16	C	1	These entries are for meeting with another CSC to discuss the consumer's case and update the consumer file. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
11/23/16	C	1		
12/27/16	C	1		
02/08/17	C	1		
06/27/17	C	1		

**Consumer #24 UCI 6922290 (2) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
04/33/17	D	2	This entry is for sending copies of the IPP to vendors and the consumer's family. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #25 UCI 6922831 (9) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/26/16	C	1	These entries are for meeting with	IRC continue to provide



**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

11/23/16	C	1	another CSC to discuss the consumer's case and update the consumer file. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
12/27/16	C	1		
02/06/17	C	1		
02/14/17	C	1		
03/23/17	C	1		
06/05/17	C	1		
11/08/16	D	1	These entries are for completing a request for medical and dental records, and confirmation from the vendor that the referral packet was received. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
02/22/17	T	1		

**Consumer #27 UCI 6934047 (10) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/31/16	D	2	These entries are for completing records requests. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
11/01/16	D	4		
03/28/17	D	4	This entry states, "Reviewed and updated consumer file to meet MW requirements." This description is not sufficient to determine if this is a case management activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #28 UCI 6934827 (9) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
04/06/17	D	3	These entries are for completing records requests, making corrections to a previously completed IPP, and receiving approval of the IPP and mailing it. These are administrative activities. Therefore, the time claimed should be	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed
04/24/17	D	1		
05/02/17	D	3		

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			reversed.	to zero.
06/08/17	D	2	This entry states, "At IRC, CSC worked on memo and reviewing files. Duplicate IPP sent to AEX. Submitted." This description is not sufficient to determine if this is a case management activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #29 UCI 6942225 (2) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
12/16/16	D	2	This entry is for reviewing a completed IPP and sending it to the vendor and consumer's family. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #30 UCI 6944382 (1) unit

Date	Activity	RC Units	Comments	Regional Center Plan/Response
04/11/17	T	1	These entries are for the CSC contacting the consumer's mother to let her know the CSC had arrived for the IPP meeting and needed to be let in the gate. This description is not sufficient to determine if this is a case management activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #32 UCI 6954520 (3) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/06/16	D	1	These entries are for forwarding medical records for scanning, and sending the psychological assessment to the SLS vendor. These are administrative activities. Therefore, the time claimed	IRC continue to provide ongoing training on appropriate target case management documentation. The time
03/10/17	D	2		

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			should be reversed.	claimed will be reversed to zero.
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**Consumer #33 UCI 6954616 (1) unit**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
08/02/16	D	1	This entry is for preparing the case for transfer. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #34 UCI 6964740 (8) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
08/11/16	T	2	This entry is for calling the consumer's mother to schedule the IPP meeting. This description does not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided, one unit is appropriate.
11/02/16 12/05/16 12/12/16	D T D	2 2 2	These entries are for reviewing and forwarding a completed IPP, calling the consumer's mother to update contact information, and preparing the consumer file for case transfer. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to one unit for the telephone call.

**Consumer #35 UCI 6968531 (4) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
11/02/16	T	2	This entry is for calling the consumer's mother to schedule the IPP meeting. This description does not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided,

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

				one unit is appropriate.
11/16/16	D	2	This entry is for preparing a records request. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #36 UCI 6989988 (1) unit

Date	Activity	RC Units	Comments	Regional Center Plan/Response
10/21/16	D	1	This entry is for cancelling POSs for day program and transportation. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #37 UCI 6990526 (1) unit

Date	Activity	RC Units	Comments	Regional Center Plan/Response
05/11/17	D	1	This entry is for sending the IPP and CDER to the care home and day program. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

Consumer #38 UCI 6991353 (22) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
06/08/17	D	20	This entry is for writing the annual review and updating the CDER and SANDIS. This description does not support the time claimed. Therefore, the time claimed should be reduced to an amount	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			appropriate to the task.	the information provided, 16 units is appropriate.
07/24/17	D	2	This entry is for printing and preparing documents for mailing and scanning. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #41 UCI 6997870 (1) unit**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
03/10/17	D	1	This entry is for sending the IPP to the consumer's family. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #43 UCI 7313283 (4) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
05/18/17	D	4	This entry is for preparing the IPP and CDER for sending to the consumer and vendors. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #44 UCI 7401007 (22) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
09/22/16	C	1	These entries are for discussing the consumer's day program with another CSC. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
09/22/16	C	1		
09/23/16	C	1		

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

See Comments	C	11 entries of 1 unit each	10/05/16, 10/07/16, 10/24/16, 11/21/16, 11/22/16, 01/09/17, 01/13/17, 02/08/17, 02/08/17, 03/09/17, 03/13/17. These entries are for various activities related to a spend-down of funds in the consumer's account at the regional center, who serves as payee. The direct provision of service, such as money management, cannot be claimed as case management. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
02/13/17	D	1		
02/23/17	D	1		
03/02/17	D	1		
03/06/17	D	2		
11/29/16	D	1	These entries are for forwarding correspondence and preparing documents for distribution. These are administrative activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
01/12/17	D	1		
06/26/17	D	1		

Consumer #46 UCI 7509955 (12) units

Date	Activity	RC Units	Comments	Regional Center Plan/Response
12/01/16	T	1	These entries are for an email and a voicemail regarding the consumer's payroll ledgers, and preparing and forwarding SSI information to the revenue department of the regional center, who serves as the consumer's payee. The direct provision of service, such as money management, cannot be claimed as case management. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
12/07/16	T	1		
12/27/16	D	3		
12/14/16	C	2	These entries are for discussing the consumer's case with another CSC. These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
01/03/17	C	2		
01/24/17	C	2		
07/07/17	D	1	This entry is for preparing and forwarding a medical records request.	IRC continue to provide ongoing training on

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			This is an administrative activity. Therefore, the time claimed should be reversed.	appropriate target case management documentation. The time claimed will be reversed to zero.
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**Consumer #47 UCI 7562766 (4) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
11/09/16 11/09/16	T T	1 1	These entries are for phone calls to the consumer's mother and SLS worker to schedule the consumer's quarterly meeting. When combined, the descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided, one unit is appropriate.
02/01/17 02/01/17	T T	1 1	These entries are for phone calls to the consumer's mother and SLS worker to schedule the consumer's quarterly meeting. When combined, the descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided, one unit is appropriate.

**Consumer #48 UCI 7693753 (6) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
12/29/16 03/02/17 07/19/17	D T C	1 1 2	These entries state, "Updated consumer information," "CSC telephone contact with," and "CSC had collateral with fellow CSC in re: to consumer's B&C home status." These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
06/06/17 06/06/17	T T	1 1	These entries are for phone calls to the consumer's mother and SLS worker to schedule the consumer's quarterly meeting. When combined, the descriptions do not support the time claimed. Therefore, the time claimed should be reduced to an amount	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided one unit is appropriate.

**INLAND REGIONAL CENTER  
TARGETED CASE MANAGEMENT REVIEW**

			appropriate to the task.	
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**Consumer #49 UCI 7913431 (6) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
12/16/16 12/29/16	D D	2 2	These entries are state, "Prepare and forward documentation to CST III per HCBS Waiver Review Protocol," and "IPP addendum to reflect outcome in the Taking Care of Yourself domain per HCBS Waiver Review Protocol." These descriptions are not sufficient to determine if these are case management activities. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.
04/04/17	D	2	This entry is for making updates to the IPP as directed by the program manager. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.

**Consumer #50 UCI 7990092 (5) units**

Date	Activity	RC Units	Comments	Regional Center Plan/Response
06/01/17	T	2	This entry is for a phone call and message to schedule the consumer's IPP meeting. This description does not support the time claimed. Therefore, the time claimed should be reduced to an amount appropriate to the task.	IRC agrees with this finding. The units claimed for this case management activity are excessive. Based on the information provided, one unit is appropriate.
06/23/17	D	3	This entry is for reviewing, distributing, and submitting IPP documentation. This is an administrative activity. Therefore, the time claimed should be reversed.	IRC continue to provide ongoing training on appropriate target case management documentation. The time claimed will be reversed to zero.