

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

Lavinia Johnson, Executive Director
 Inland Regional Center
 P.O. Box 19037
 San Bernardino, CA 92423

Dear Ms. Johnson:

Thank you for your service coordinator caseload survey emailed to the Department of Developmental Services (Department) on March 12, 2020. The data you provided indicate that, as of March 1, 2020, Inland Regional Center (IRC) 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, IRC did not meet required caseload ratios for the highlighted categories. Of the highlighted categories, IRC caseload ratios for individuals enrolled in the Home and Community-based Services Waiver program, 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
IRC Number of Individuals Served	14,226	4,884	252	11	6	18,689	136
IRC Ratios	1:74	1:73	1:50	1:43	1:25	1:78	1:74
CA Average	1:75	1:64	1:56	1:35	1:23	1:79	1:37

*out of compliance for two consecutive reporting periods

“Building Partnerships, Supporting Choices”

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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), IRC 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: Cameron Page, Inland Counties Regional Center, 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
Nikisia Simmons, Department of Developmental Services
Danielle Hurley, Department of Developmental Services